

DELAWARE COUNTY BOARD OF LIBRARY DIRECTORS  
MEETING MINUTES  
THURSDAY, June 3, 2021 7:00 p.m.

**Website - <http://www.delcolibraries.org/livestreams>**  
**YouTube - <https://www.youtube.com/channel/UCj07k1VVkYZbIib07REFVPg/videos>**  
**Facebook Live @delawarecountylibraries**

1. Call to Order : M. Bullen, H. Grommell-McGrane, S. Keller, I. Bains, J. Shulbank, K. Standen, C. Bittle, A. Laepple
2. Minutes: April 2021 Motion made and seconded ( H. Grommell-McGrane, J. Shulbank)  
Unanimous approval
3. Communications & Announcements
  - a. CDC Guidelines – Independent Libraries – As each library within Delaware County is independent and reports to individual boards, guidelines and mask requirements will vary from library to library. Please check your local library for mask requirements before you visit. DCL headquarters is continuing to wear masks
  - b. Library 24 Hour Materials Quarantine Eliminated -Motion made and seconded ( H. Grommell-McGrane, J. Shulbank) - At the meeting of library directors on 5/20/2021 there was a majority vote to discontinue the quarantining of library materials based on CDC scientific data that COVID-19 spreads less commonly through contact with contaminated surfaces and by touching those surfaces
  - c. Brooks Courier Service, Inc. – The County of Delaware signed a 3-year agreement with Brooks Courier, Inc. to provide daily delivery and sorting to 14 libraries along with Saturday delivery to the 8 busiest libraries in the County. Contract begin date was May 3, 2021. Contract cost was \$101,355.00
  - d. Brainfuse –Contract with the online learning subscription, Brainfuse, was renewed at a cost of \$24,900 for a 1-year term.
  - e. Swank Motion Picture License – Contract with Swank Motion Pictures was renewed for 1 year at a cost of \$9,048.00. Enables libraries to show first run movies to the general public both indoors and out. Anny is working with Purchasing to secure an outdoor screen for libraries to book.
  - f. World Archives – DCL entered into a contract with World Archives to host access to the historic Daily Times for a 5-year period for free. Widener University provided the microfilm for digitization. Diane Arnold worked with World Archives and Widener University for 2 years to make this happen.
  - g. Library Strategic Plan - – Four responses to our Request for Proposals for Strategic Planning services were received. Three responses were evaluated by members of the DCL board and staff, the fourth was over the approved budget and therefore was not considered. A qualified consultant has been identified and Cathy and Anny will recommend them to County Council at their next meeting. We hope to enter into a contract soon after and begin the strategic planning process this summer.

- h. American Library Association Covid Library Relief Grant – DCL has applied for a \$50,000 Covid Relief Grant from the American Library Association. If awarded, funds will be used towards Hotspots, eBooks and audiobooks, and direct funds to member libraries to help make up the 34% loss of revenue libraries experienced in 2020.
- i. Senator Kearney Grant – DCL has applied for a \$60,000 Keystone Communities Fund grant through Senator Kearney’s office to place solar charging benches and poles on the properties of member libraries within his district. This is a pilot program. DCL will manage the grant while Swarthmore Library will be the fiscal administrator. Thank you to Swarthmore director Amber Osborne.
- j. Capital Requests – DCL has made the following capital requests from the Government of Delaware County for funding over the next 5 years: Replacement computers, thermal receipt printers, laser jet printers, and a new library website.
- k. Youth services- Cheri Crow reported by Anny Laepple  
DCL received an additional grant from Rotary 7450 & the rotary clubs of Chester, Media, Swarthmore and Wayne for 1,000 Books before Kindergarten books. These books are preliminary for our 1,000 Books before Kindergarten Classrooms pilot program.  
Also there was the Science in the Summer grant from GSK & administered through the Franklin Institute that provided 350 science kits & 6 online in person programs with Franklin Institute Scientist.  
The Community Foundation Grant will be providing 6 wildlife education programs with Eyes of the Wild Sanctuary & 2 Are you smarter than a mammologist virtual program with Science Naturally. The grant also provided for 25 wildlife eBooks through our Capstone Interactive & giveaway books for the Story walk events.

4. Financial Report – April 2021 Motioned and seconded ( H. Grommell-McGrane, J. Shulbank)

5. Administrator’s Report

- a. Delaware County Libraries District Agreement Motioned and seconded ( H. Grommell-McGrane, J. Shulbank) Unanimous approval - The 2021-2022 District Negotiating Committee, made up of member library representatives, DCLB trustees, Cathy, and Anny, met on April 30, along with our Office of Commonwealth Libraries advisor, Heather Sharpe. The committee reached an agreement for the year and it was sent to all libraries for review and signature, a simple majority and the approval of DCLB are required to consider it in force. OCL made substantial changes to the format of the agreement this year, but the substance is the same. Of note, the Reciprocal Borrowing Grants will be phased out over the next three years. The intent of District funding is not to be directly distributed to libraries and Delaware District was the only district in the state doing so. The phase out approach was approved by OCL as a way to respect the financial challenges many libraries are currently experiencing but also bring the Delaware District into compliance with the code. 23 libraries have returned their signed agreement. Anny requested DCLB approve the 2021-2022 Delaware District Agreement allowing it to be submitted to the Office of Commonwealth Libraries.
- b. County Aid Agreement Motioned and seconded ( H. Grommell-McGrane, J. Shulbank) Unanimous approval. In the process of creating and negotiating the District Agreement this year, it became apparent there were some items that were included

that did not belong in this agreement, such as fax machines. Additionally the requirement for attendance at the DCLB meetings, trustee trainings, and Directors meetings, which are tied to county funding, not District, were included in that agreement. With this in mind, the negotiating committee recommended a County Aid Agreement to address these issues. 23 libraries have returned their signed agreement. Anny requested the Agreement be approved.

6. Committee Report
  - a. DCL Committees- no reports
7. New Business- no new business
8. Old Business – no old business
9. Public Comments

Bob Fyfe of the Middletown Free Library would like to share Middletown Free Library will be closing on Friday June 18<sup>th</sup> to prepare for the move to their new location and reopen in early August at the new facility Roosevelt Community Center. If any library would like shelving or furniture contact the director Mary Gazdik. As of May 31<sup>st</sup> they have raised \$987,000 in pledges and donations toward their \$1,000,000 campaign goal. Congratulations to the Board, Mary and their team.

Robert Gilda of Glenolden PA

Q. Before pandemic I would see in the event listings regular tech advice sessions where people could get help with the use of their smart phone or tablet. I don't see that now.

A. All the libraries in Delaware County are independent, so they determine their programming. No inside programming has taken place at this time, although there has been some outdoor programming. Please keep checking the calendar for updates.

## 10. Adjourn

Future Dates:

- August 5<sup>th</sup> 2021
- October 7<sup>th</sup> 2021 –
- December 2<sup>nd</sup> 2021