



**DELAWARE COUNTY LIBRARIES  
BOARD OF DIRECTORS  
MINUTES  
THURSDAY, April 20, 2023 6:30 p.m.**

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**1. Call to Order**

Present: H. Grommell-McGrane, V. Maroun, D. Ferguson, J. Shulbank, K. Standen, C. Bittle, A. Laepple

**2. Public Comments on Agenda Items**

No comments

**3. Minutes: February 16, 2023**

Motion to approve made and seconded by D. Ferguson, K. Standen; unanimous approval

**4. Communications & Announcements**

**a. Keystone Grant Awards (C. Bittle)**

February 24, 2023, Pennsylvania Department of Education announced the awarding of \$4.12 million in Keystone grants to improve local libraries. Five Delaware County libraries received funding:

- Rachel Kohl Community Library, \$190,398, Renovate space to library use; add ADA doors.
- Darby Library Co., \$728,726, Add elevator; fix masonry & water issues.
- Norwood Public Library, \$14,811, Create ADA compliant entrance.
- Radnor Memorial Library, \$47,000, Replace shingle portion of roof.
- Yeadon Public Library, \$26,415, Replace windows and doors.

**b. Library Foundation of Delaware County Museum Pass Grant (C. Bittle)**

LFDC will again provide grant funds of up to \$500 per library for museum passes. The deadline for the reimbursable grant is August 31, 2023. Library directors received an email on 4/17/2023 with details.

c. **Department of Education Office of Commonwealth Libraries StoryWalk Grant (C. Bittle)**

DCL Headquarters was awarded \$500 for the purchase of materials and supplies to be used in the existing StoryWalk® in Rose Tree Park. Crozer Library was awarded \$7,500 to install a permanent StoryWalk® and Upper Darby Sellers Memorial Library was awarded \$500 for a temporary StoryWalk®.

d. **Juneteenth Event (C. Bittle)**

Delaware County Government will celebrate Juneteenth with a large event in Rose Tree Park on June 19<sup>th</sup> in the evening. DCL headquarters will provide activities and to promote their services, libraries interested in participating should contact C. Bittle.

e. **Narcan in Libraries (C. Bittle)**

The Department of Emergency Services is partnering with DCL headquarters to provide all Delco Libraries with free Narcan kits. Libraries interested in receiving kits should contact T. Dykes.

f. **No Wrong Door (C. Bittle)**

No Wrong Door is a new initiative of Delaware County to improve the County's ability to provide services to residents no matter how/where they come into contact with government. A representative from Human Services presented info on the program at the March Directors meeting to help get the word out and interested libraries can receive an info kit containing the tools needed to steer residents toward services.

g. **Delaware County Intermediate Unit (C. Bittle)**

DCIU would like to partner with member libraries in order to host speech and language groups at local libraries. 7 libraries have expressed interest.

h. **Library Staff Training (A. Laepple)**

March 15, 2023, DCL and the Upper Darby Township & Sellers Memorial Free Public Library hosted a staff training with Ryan Dowd, Homeless Patrons: How to Compassionately (and Confidently) Handle Problematic Behavior. About 50 library staff from across the county and neighboring counties participated in the training.

i. **Diversity, Equity, Inclusion & Accessibility Taskforce (C. Bittle)**

R. Ashby was unable to attend. C. Bittle extended an invitation for greater participation in the taskforce and asked interested staff members to contact

the taskforce co-chairs, Richard Ashby, Sharon Hill Public Library, and Catherine Moore, J. Lewis Crozer Library.

**5. Financial Report: March 2023**

Motion to approve made and seconded by D. Ferguson, J. Shulbank;  
unanimous approval

**6. Administrator's Report**

**a. 2022 Annual Report (C. Bittle)**

Reminder: annual financial reviews or audits are due no later than October 1.

**b. District Negotiated Agreement and County Aid Agreement (A. Laepple)**

District Agreement Negotiating Committee met via Zoom on April 6 to review the 2023-2024 agreement and budget. With the committee's unanimous support, the final agreement was shared with all libraries April 6 and the Member Library Endorsement signature page is due back to DCL no later than Friday, May 19.

The County Aid Agreement signature page was also sent on April 6 and is due on Friday, May 19. DCL HQ received \$100,000 in County Aid funds from the County of Delaware to provide direct financial support to member libraries. Funds will be distributed later this year to eligible libraries.

**c. Requests for Proposal – System Evaluation (C. Bittle)**

On April 5, County Council approved the advertisement to seek Requests for Proposal from qualified library consultants to conduct a systemwide evaluation. Delaware County Library Services Department seeks to contract with an experienced library consultant to evaluate the current model for the provision of library services and the information and library needs of Delaware County residents, as well as develop comprehensive recommendations for delivering those services equitably and economically in the future. The RFP was posted on April 20 on PennBid.net. Proposals are due in June and County Council will award a contract in July. The evaluation should take approximately 4 months and the final plan will be presented at a public Council meeting in the beginning of December.

**7. Committee Reports**

**a. Communications Subcommittee (H. McGrane)**

H. McGrane discussed concerns around the degradation of communication between member library boards. A survey of member library boards was completed at the March DCLB meeting and about 60% of respondents were

interested in more communication between boards. A DCLB subcommittee of H. McGrane, D. Ferguson, and V. Maroun has been formed to discuss possible solutions.

**8. New Business**

No new business

**9. Old Business**

No old business

**10. Public Comments**

M. Vacha, J. Lewis Crozer Library trustee, asked about training opportunities for member libraries on topics related to emergency preparedness, health, etc, related to the discussion of providing Narcan. A. Laepple encouraged member libraries to contact her to discuss individual training needs related to these topics.

**11. Adjourn**

Motion to approve made and seconded by D. Ferguson, K. Standen;  
unanimous approval