



Delaware County Libraries
Board of Directors
MINUTES
Thursday, August 17, 2023 6:30 p.m.

1. Call to Order – 6:32pm by J. Shulbank

Present: I. Baines D. Ferguson, V. Mauron, J. Shulbank, K. Standen, A. Laepple

2. Public Comments on Agenda Items

No comments

3. Minutes: June 15, 2023

Motion to approve made and seconded by K. Standen, V. Mauron; unanimous approval

4. Communications & Announcements

a. Summer Quest Celebration (A. Laepple)

There will be an end of summer party at Rose Tree Park on August 23, 10am-12pm. Families are invited to join librarians at the event for activities, snacks and drinks, and exploring the new playground.

b. Library Card Application Translation (A. Laepple)

The library card application is being translated into the 10 most prevalent languages spoken in Delaware County: Arabic, Bengali, Chinese, French, German, Spanish, Hindi, Korean, Urdu, and Vietnamese.

c. Systemwide Evaluation (A. Laepple)

At the August 16th public meeting, County Council voted to engage Rethinking Libraries to perform a systemwide evaluation. Rethinking Libraries will visit each member library to discuss services and needs during the evaluation. Member library directors will be contacted in the near future.

d. Outreach Services (D. Arnold, H. Morgan)

Reference and Outreach Coordinator Diane Arnold introduced Holland Morgan, Outreach Specialist, hired in May. H. Morgan highlighted their new outreach efforts including weekly delivery at Lima Estates, a JobNow training at the Women's Resource Center, JobNow trainings at CareerLink, participation in the SCS Aging At Home Neighborhood Advisory Council, and beginning an LGBTQIA+ YA Book Club in partnership with the Sellers library.

e. State Aid Library Subsidy Application Due October 1 (A. Laepple)

The State Aid Library Subsidy Application (SALSA) is open and due no later than September 27 for A. Laepple's review prior to the hard deadline of October 1 to OCL. The SALSA incorporates the Waiver Request process for libraries that did not meet standards the prior year. All libraries are encouraged to complete their SALSA as soon as possible, but libraries requiring waivers especially need to start immediately as there are several required elements including providing justification and plans for meeting standards in the future, a resolution from the individual library board, and the signatures of the library director, board president, and system administrator.

5. Financial Report: July 2023

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

6. Administrator's Report

a. Library Countywide In-Service Day November 3 (A. Laepple)

DCL will offer a full day, county-wide in-service on Friday, November 3, for staff of all member libraries. It will take place at Harrah's in Chester with keynote speaker A.S. King. Attendees will earn 6 hours of Continuing Education credits. Registration and a survey regarding the operational plan for each library will be released soon. A portion of the program is being sponsored by the Library Foundation of Delaware County.

A motion was made and seconded by K. Standen and D. Ferguson to provide a waiver for all member libraries that wish to be closed on Friday, November 3, to allow staff to attend the in-service day; unanimous approval

b. Reciprocal Borrowing Grant Funds & County Aid (A. Laepple)

The 2023 Reciprocal Borrowing Grant and County Aid funding allocations have been determined based on this report. County Aid funds are scheduled to be distributed to eligible libraries in the 8/18 County check run and be sent via USPS. Reciprocal Borrowing Grants are delayed funding is from District Aid, which is delayed due to the delay in the Fiscal Code that enables state funding to be distributed. C. Bittle has worked with the County Budget Department to ensure continuity of service for critical District services.

7. Committee Reports

No committee reports

8. New Business

No new business

9. Old Business

No old business

10. Public Comments

No public comment

11. Adjourn

Motion to adjourn made and seconded by J. Shulbank, D. Ferguson; unanimous approval. Meeting adjourned at 6:51pm.