

Reports for DLA Executive Board Meeting

November 21, 2013



In this document, there are reports from:

Officers: Treasurer

Divisions: Delaware Association of School Librarians, Public Library Division, Youth Services Division

Committees: Archives, Bylaws and Handbook (Handbook and Bylaws), Conference Planning, Membership

Archives Committee Report, submitted by Sarena Fletcher

There are 128 items fully scanned with optical character recognition (if applicable) and accessible on the [Delaware Heritage Collection portal](#). Emphasis has been on digitizing photographs.

I have been collecting names, places and events to contribute to a DLA timeline.

I am working on writing the administrative history of the archives. Please share any information about where the archives have been (dating back to 1934) and how it came to reside in with the Division of Libraries.

Bylaws and Handbook, submitted by Jon Jeffrey

The committee has amendment actions for discussion and vote.

The first item for discussion:

That the Executive Board address implications of existing Bylaws statement as found under Part B Executive Board, Sec. 5, wherein it states "No person shall hold more than one position, either voting or non-voting, on the Executive Board at one time."

1. Motion to replace the existing Sec. 5 statement on page 5 with the following:

A member shall hold only one officer voting position but may hold a non-voting position simultaneously, at the Board's discretion. A non-voting Board member [chairs of committees] may hold more than one non-voting position.

Question: Is the second line in this statement necessary? Will a non-voting member (committee chair) of the Board encounter a conflict of interest if serving on a second committee?

Note: Requires membership vote for change to Bylaws, Article VI. Procedural Matters, Part C. Amendments to the Bylaws and Handbook, Sec. 6.

Sec. 6. Bylaws amendments shall be approved by an affirmative vote of a quorum of the members at two consecutive voting sessions, one of which must be a general meeting

2. Motion to add statement to handbook on page 12 under Duties of Officers and Executive Board of the Association/ Executive Board

A voting member of the Board holding a committee position shall recuse him/herself from voting if there is a potential conflict of interest.

Part C Amendments to the Bylaws and Handbook page 8

Sec 5 Handbook amendments shall be approved by an affirmative vote of a quorum of the members in a voting session, which may be a general or special meeting or a special voting session. The voting session shall be set by the Executive Board. The board shall have the authority to set periods during which such votes will be accepted and to determine the mechanisms of balloting.

Second item for discussion:

It is no longer necessary for the ALA Councilor to submit bylaws amendments to ALA.

1. Motion to delete **“The councilor shall submit Association Bylaws amendments to ALA” from Bylaws, p. 2, Article 1, General Description, Part C. Chapter Status, Sec. 3.**

Note: This is a change in the Bylaws and therefore requires membership vote for change to Bylaws, Article VI. Procedural Matters, Part C. Amendments to the Bylaws and Handbook, Sec. 6. Bylaws amendments shall be approved by an affirmative vote of a quorum of the members at two consecutive voting sessions, one of which must be a general meeting.

2. Motion to delete **“To secure ALA approval of any revision or amendments of the Bylaws through the ALA councilor.” from Handbook p.15, Handbook and Bylaws Committee, Duties, #2.**

Note: Part C Amendments to the Bylaws and Handbook page 8

Sec 5 Handbook amendments shall be approved by an affirmative vote of a quorum of the members in a voting session, which may be a general or special meeting or a special voting session. The voting session shall be set by the Executive Board. The board shall have the authority to set periods during which such votes will be accepted and to determine the mechanisms of balloting.

Third item for approval

Motion to approve the inclusion of “and the Executive Director” to the handbook page 12 under Executive Board in the text:

The Executive Board is the managing board of the Association. Members consist of the officers of the Association, the immediate past president, the division presidents, and the ALA Councilor. Committee chairs **and the Executive Director** are non-voting members of the Executive Board.

Conference Planning Report, submitted by Beth Borene

Conference planning is coming along. DLA will be hosting 9 programs (including 1 half day pre-conference session) plus the DLA business meeting. DLA programs and some other highlights are listed below. The complete schedule is attached to this report.

Below are my notes from the latest planning meeting that I attended. Cathay will attend this month's meeting on November 20, so she may have more to add at the next DLA meeting.

Schedule of programs is as follows. Actual rooms will be assigned after registration numbers start to come in. I only recorded extracurricular and DLA programs. (The list went very fast!) I believe that the MLA programs will be included in the official minutes from the meeting – and I will send those as soon as I have them.

WEDNESDAY MAY 7

9am-12pm (lunch 12-1)

NO DLA Programs

1-4pm

DLA 6 Privacy in Libraries, Maintaining Confidentiality, It's Everyone's Business

THURSDAY MAY 8

6:30-7:30am Yoga on the Beach

8-9 Exhibits Opening

Time? Opening Keynote: Possibly Todd Henry – founder of “Accidental Creative” or Dan Cohen – founder of the Digital Public Library of America

8:15-9:45 Conference Orientation

9-10am

NO DLA Programs

10-10:30 Break/Visit the Vendors

10:30-11:30

DLA 9 (DDL) DDL Update

DLA 5 (IF) Hot Topics in Intellectual Freedom

11:45-1:45

Lunch

1:45-2:45

DLA 8 (DDL) We Geek Collection Connections!

DLA 3 (YSD) The Teen Brain – Providing Quality Customer Service to Our Teen Patrons

2:45-3:30

Break/vendors/ice cream/posters

3:30-4:30pm

DLA 2 (PLD with MLA TSD) Lean and Green

DLA 1 (CRLD) Discovery Based Learning in DE Academic Libraries

4:45-5:45pm

DLA 4 (PLD with MLA PSD) Health Care Resources For Everyone

DLA 7 (DDL) Customer Service Excellence

5-6pm

Silent Auction/pay as you go bar

Poster sessions removed by 5:30pm

6-8pm

Banquet

Keynote: Aaron Henkin (WIPR – Baltimore NPR station) co-producer of “The Signal”

8:30-10:30pm

PubQuiz

FRIDAY MAY 9

6:30-7:30am Yoga on the Beach

8-9 MLA Annual Meeting

8-9 DLA Business Meeting (2 rooms)

9-9:30 visit the vendors

9:30-10:30 speed mentoring (among a few other MLA programs)

10:40-11:40 social media program (MLA sponsored)

12-2 lunch/awards/keynote: Still possibly Librarian in Black

The next round of forms is DUE NOVEMBER 8.

- 1) Conference Event and Program Publicity Form
- 2) Speaker Agreement Forms (one for external and one for internal presenters)

Other forms DUE DECEMBER 15.

- 1) Book Order Forms – if any speaker would like to sell their book(s) at conference, we need to tell MLA by this date so they can order them from B&N.
- 2) Audio Visual Form – specify what equipment your speakers will need

Michelle asked me about **handouts that the speakers** would like to give out during their presentation. Any handouts that are to be printed need to come to me and then I will send them to the MLA office, a minimum of 2 weeks before conference (let’s say mid-April). MLA will take the charges for this out of their conference budget. If you would prefer to print them yourself, you are welcome to do so.

Conference Brochure Design

We took a look at what the graphic designer created in response to our earlier critique. We are narrowing in on the design with either the knob or the volume icon. We still would like to see a brighter background, more interesting font, and bigger central picture. The ultimate decision on the brochure design will be made in the next couple days by MLA – as we are coming up on the deadline.

We also discussed how to most easily delineate not only the sponsor of each session (including DLA divisions) but also to perhaps lay out interest /audience tracks. Icons or lists may be used – no decision was reached, but it is on MLA’s radar.

PubQuiz

For the unknowing: this is a trivia night that is played by teams in 4 rounds of 10-20 questions each. Topics in the past have ranged from general to literature to pop culture questions. The winners get to choose from a table of “crappy” prizes – I understand the international duckies (leftover from kids SRC) last year were a huge hit. MLA’s social media division may be tweeting out pre-pubquiz questions to raise interest in the event. If you have ideas for trivia questions, please send them to me and I will send them to MLA.

MLA’s social media division will also be planning another scavenger hunt again this year. They will be using LANYRD again and maybe an app as well. If you have any other ideas, let me know and I will tell MLA.

Vendors

We currently have 4 vendors confirmed. Kate will send out a note to more in November and should have a good collection by January. I have heard from Follett (through Annie Norman) and will be sending their information to Kate as a possible vendor.

Sponsorships

MLA has given away some of the bigger sponsorships and will send me the list of smaller ones shortly. We also need to include the DLA breakfast with these, I understand. In addition, I will be considering asking Follett if they would like to contribute – as they asked about sponsorship opportunities as well. Remaining available sponsorship opportunities are attached.

Sponsorships already taken:

All Conference Reception: BCPL and Hartford City (\$5000)

Conference Totes: BCPL

Ice Cream Break: Frederick City

Lanyards/badges: a MD library

Friday vendors coffee: a MD library – they still need a co-sponsor

Flowers: Hartford City

Also:

Ribbons, Pub Quiz, On-Site Program, co-sponsor for \$1,000 of the Thursday morning coffee

Delaware Association of School Librarians, submitted by Jen Delgado

DASL's Annual Reception was a success this year. We had two fantastic speakers, Matthew Winner and Gail Dickinson, who generated a lot of discussion and enthusiasm. 40 people attended, including a school administrator and Deputy Secretary of State Rick Geisenberger.

Our November meeting was a combined meeting with COSL. Dr. Norman discussed what school libraries can learn from the practices of public libraries and provided templates for data collection by librarians. We also discussed whether there is widespread support for an attempt to move school libraries under the umbrella of the State Department rather than the Department of Education. The idea was received with mixed emotions, but discussion was generated and many members showed up to be part of the conversation.

We also received a reply to the email I sent to Dr. Blakey in Colonial District. An excerpt from the email follows:

As you may know, I have had the opportunity to meet with Annie Norman to discuss the recent hiring of librarians in Colonial. At that time I assured her that we are not looking to replace librarians with technology teachers. We are though expecting our librarians to possess outstanding technology skills along with the skills necessary to move our students into 21st Century learning. The information you and Dr. Norman have provided has been helpful.

Again, please be assured that Colonial is not discounting the skill sets of certified school librarians nor looking to phase them out in our schools. I have committed to keeping an ongoing dialog with Dr. Norman regarding future library positions in Colonial.

The next DASL meeting is January 8th at Morris Library in Newark. We will be discussing UDLibSearch.

Membership, submitted by Sara Thomas

We currently have 213 members. We have added 47 members since our last meeting – 40 in October and 7 in November. We have 34 new members this year, 8 have joined in the past two months.

In terms of divisions and committees, we have a lot of members interested:

- CRLD: 45 members
- YSD: 25 members
- DASL: 65 members
- PLD: 92 members
- Committees: 39 members
 - Archives: 14
 - Conference Planning: 7
 - Handbook/Bylaws: 1

- Intellectual Freedom/Open Access: 5
- Jobs Webpage: 2
- Legislative Action: 2
- Membership: 1
- Nominating: 2
- Public Relations: 4
- Publications/Bulletin: 3
- Scholarships/Awards/Citations: 5
- Website: 2
- State Friends: 1
- Additionally, 2 members want to get involved and are willing to work on any committee

Public Library Division, submitted by Susan Upole

Susan Upole, Michelle Hughes and Rose Harrison met on November 7.

Michelle created a Surveymonkey tool and the link was sent to all DLA members who had identified an interest in the Public Library Division. We reviewed the survey results and discussed possible future steps. We would like to offer a PLD-sponsored workshop on a tech or programming topic in early March in a central location in the state.

The survey results are included below.

SURVEY:

The 6-question survey asked members for their preference in workshop topic, their willingness to present on a selected topic, their preference in workshop method, preference in meeting time, and asked for suggested topics. 41 responses were collected (as of 11/14/13).

49% indicated Customer Service, which we dismissed, due to future statewide training on this topic. Others included: Technology (49%); Programming (41%); Marketing (29%); Service to

Special Populations (28%); Administration/Supervisory Skills (27%); and 12% indicating other topics, including cataloging/tech services; fundraising; career advancement/professional development; and books.

73% were not willing to present; 17% said yes; and 10% maybe. 8 people listed their names and these 8 were contacted via email for follow-up.

54% would like a formal presentation format; 46% indicated short presentation with time for table discussions; casual networking was indicated by the fewest number.

61% prefer afternoon with lunch provided; 51% prefer morning with breakfast. 49% prefer weekdays.

Other suggested topics: grant writing; volunteers in libraries; marketing and promotion of libraries to non-library users; resources for genealogy and local history; writing/publishing workshop; archiving; and serials.

Treasurer Report, submitted by Ed Goyda

Refer to attached reports.

Youth Services Division, submitted by Barbara Keesey

Summer Reading Club

The following are summer reading club statistics provided to DDL by each county:

- **Total youth (children and teen) registration= 14,787**
- **Total youth (children and teen) completion = 8,897**
- **Total NCC hours read (children and teen) = 12670**

Blue Hen Book Award

The Blue Hen Book Award voting period ended on October 31st. I am still receiving tallies and ballots from public librarians across the state. The 2014 winner, in each of the Blue Hen Award categories: Young Readers, Middle Readers and Teen Readers, will be announced on February 1st in celebration of I Love to Read Month, as well as, Library Lovers Month, and Love Your Library Month.

Delaware public librarians are in the process of nominating books for the 2015 Blue Hen Award. Nominations will be taken until December 31st. Committee members, in the meantime, are reading the books that are nominated and rating them. The five finalists in each category will be announced in mid-March, 2014. Children and teens across the state will then be able to vote for their favorite Blue Hen from April 1, 2014 to October 31, 2014.

The following are members of the 2015 Blue Hen Award Committees:

Younger Readers: (Picture Books)

Chair: Tameca Beckett: Laurel Library

Cheryl Clem: Elsmere Library

Kim Tull: Woodlawn Library

Sherri Scott: Georgetown Library

Kerry Gleason: Wilmington Library

Middle Readers: (Chapter Books)

Chair: **Open**

Christina Poe: Seaford Library

Marleena Young: Harrington Library
Barbara Keeseey: Appoquinimink
Maureen Miller: Lewes Library

Teen Readers:

Chair: Sara Thomas: New Castle Public Library (interim chair until Amy Abella gets back from leave)

Leah Howard: Wilmington Library
Nick Rhodeside: Brandywine Library
Lisa Burris: Bear Library

Open

Due to scheduling issues and availability there will be no fall Youth Services Division meeting. There will be two YSD meetings in winter/spring 2014.