

**Delaware Library Association Executive Board**  
**Thursday September 15, 2016**  
**Dover Public Library, Dover DE**

**Presiding Officer:** Laurel Ferris, DLA President

**Minutes Taken by:** Adrienne Johnson, DLA Secretary

**Members in Attendance:**

Laurel Ferris, DLA President  
Cathay Keough, DLA Executive Director  
Michelle Hughes, DLA Vice President and Chair Conference Committee  
Beth Borene, DLA Past President  
Hannah Lee, ALA Councilor  
Josias Bartram – PLD President  
Kay Bowes – State Friends Group President  
Rachel West – DASL President  
Jessica Webb – YSD Vice President/Conference Chair  
Julie Brewer – Jobs Webpage  
Andrew Zimmerman  
Adrienne Johnson, DLA Secretary

**Meeting started at 4:01 pm**

Minutes from July board meeting were approved.

**Officer Reports:**

- a. State Librarian: Discussed *Delaware School Libraries Master Plan*.
  - i. Summarized plan and distributed promotional materials.
  - ii. Library Journal and ALA have featured this plan. The News Journal has been contacted as well as Delaware Media Group.
  - iii. State Librarian met with key Delaware officials including the Secretary of Education, Secretary of State, former Secretary of Education, and the Governor.
  - iv. DOE will work to support initiative and on planning.
  - v. Need an implementation plan. Four months left of current administration; need to make sure everything carries over to new administration.
  - vi. Will develop marketing plan and take it on the road. Need to keep momentum up. Needs all the help we can provide. DASL and Friends can be of great assistance.
  - vii. Need to have draft of DLA legislative initiatives for November. Support for the Master Plan should be a part of the legislative initiatives.
  - viii. DOE will host four ESSA Community Conversations in September. DLA members are encouraged to attend.
  - ix. Short discussion of HB152 followed.
- b. DLA President:
  - i. Fall Event Update:

1. Two ideas: Pub Quiz and Wine/Brewery Tours.
2. Pub Quiz will be schedule with same host, but perhaps in Middletown rather than Dover.
3. Original Winery/Brewery tour option: average price is 55.00 per person. Bus is provided, but can only host 14-16 people at max. Another option is that DLA could rent a bus, but this is also expensive. Laurel still working on logistics. Other options were discussed including hosting the event at the Painted Stave in Smyrna or just going to one winery instead of a tour of several places. Please send Laurel any suggestions.
4. 1500.00 has been budgeted for the fall/spring programs.

c. Executive Director:

- i. Membership drive drawing was conducted. The winners are listed below:
  1. Kim Read (New Castle County)
  2. Kerri Hollyday (Kent County)
  3. Bevelene Holloman (Sussex County)
- ii. Winners receive trip to MLA/DLA Conference including conference registration fee, one night hotel accommodations, and one meal.

d. Vice President/Conference Chair:

- i. Conference updates:
  1. Proposals are almost done
  2. DLA will host two ½ day preconference sessions, and one full-day pre conference session.
  3. There will be sessions on diversity (YSD).
  4. Division deadline October 1. First round of forms due to Cathay and Michelle.
  5. October 22<sup>nd</sup> site visit and short meeting
  6. Have found a silent auction chair – Kay Bowes has volunteered.
  7. Conference forms are located on the DLA website under Conference Tab.
  8. Dover Public Library staff member created a seal for conference materials. Draft was presented to the board and feedback was provided for edits.
- ii. Grant : In works to develop DLA sponsored grant opportunities.
  1. Draft of grant was presented. Michelle will send draft by email to solicit more feedback.
  2. Grant applicant must be a DLA member.
  3. Grant can range from \$500-\$1000. Ideally used for programs that promote community engagement.
  4. Issue 1-3 grants per year – ideally one from each county.
  5. Michelle/Laurel will discuss getting review panelists for approval.

e. Treasurer: No report.

f. Past President:

- i. Presented on DLA Strategic Plan and work with DANA
- ii. See attached PowerPoint presentation for details including goals and accomplishments.
- iii. Long Range Planning Committee will keep the same members for FY 16/17

1. LRP will focus on the following three initiatives this year: continue revising handbook and written rules for executive board, committee chairs, and councilor; promote division interaction; discover ways to provide training in advocacy. Board voted and approved all initiatives.
  2. It was recommended that the Handbook and Bylaws representative be a standing member of the of the LRP committee.
  3. Since the revisions of the handbook are substantial, board will need to determine if handbook should be updated little by little - as revisions are made, or wait to make updates until everything is finished.
- g. ALA Councilor:
- i. Asked for any responses, ideas, and thoughts regarding the Annual Report.
  - ii. Julie Brewer spoke on Diversity
    1. Provided history of Pauline A. Young and her legacy for social justice, education, and librarianship
    2. Shared resources related to equality, diversity, and inclusion
    3. Wants to start a conversation on librarians' roles in social justice, and would like to hear from those who want to continue the conversation. Please let her know if you are interested.
    4. Asked for feedback on top issues and will provide DLA with results from board meeting.
    5. PLA Division looking to offer a session on diversity at 2018 MLA/DLA Conference.

#### **Division Reports:**

- a. DASL
  - i) Fall meeting for Professional development of school librarians will be at the Bear Public Library Saturday September 24<sup>th</sup> at 1pm. ALA sending representative to discuss ESSA funding.
  - ii) Possible VP Candidate, but still needs a secretary.
  - iii) Met with Acting Superintendent of Christiana School District on library changes, library spaces, renovation, and staffing.
- b) PLD
  - i) Will host workshop October 20<sup>th</sup> "We Go Together" – highlighting partnerships within the library. Flyer will be distributed October 1. All library staff/members welcome to attend.
  - ii) Working on simplifying the Passport Program
- c) CRLD
  - i) Planning one program for spring
  - ii) Shared CRLD conference proposals.

#### **Committee Reports:**

- a. Legislative Action: no report.
- b. Membership: no report.

c. Publications/Bulletin: Fall bulletin deadline October 2<sup>nd</sup>. Please submit items in Word or Google Docs.

Meeting adjourned 5:43pm

Next meeting September 17, 2016,