



Delaware Library Association Executive Board
Thursday November 16, 2017
Dover Public Library, Dover DE

Presiding Officer: Michelle Hughes, DLA President

Minutes Taken by: Adrienne Johnson, DLA Secretary

Members in Attendance:

Michelle Hughes, DLA President
Cathay Keough, Executive Director
Rachel West, DASL President
Joel Rudnick, DLA Treasurer
Lauren Wallace, ALA Councilor
Katrinya Cera-Proulx, YSD President
Marissa Parker, Archives Committee
Kay Bowes, Friends of Delaware Libraries
Catherine Wimberley, PLD Vice President
Katie McDonough, Scholarships, Awards, Citations
Adrienne Johnson, DLA Secretary

Online Participants:

Sara Thomas, Membership/Website Committees
Lynda Gillow - CRLD Secretary
Steve Newton

Guest:

Mel Warren, Pfister Insurance Co.

Meeting started at 4:03 pm

Minutes from September Board Meeting were approved (with corrections). Catherine Wimberley motioned for approval with a second from Joel Rudnick.

Officer Reports:

a. DLA President:

i. Grant update:

1. Grant cycle closed September 30, 2017; four applications were received – all from public libraries (Georgetown, Laurel, Lewes, & Brandywine Hundred)
2. Grant Review Panel awarded two grants – one to Lewes Public Library \$700.00, and the other to Brandywine Hundred Public Library \$300.00. Grant recipients will be notified by November 30, 2017.

3. The two institutions that did not receive a grant this year were provided constructive feedback on their application and encouraged to reapply next year.
 4. Looking for volunteers to serve on the Grant Review Panel from Kent County and New Castle County next year. Please contact Michelle Hughes if interested.
- ii. Bulletin: Should be ready by November 30, 2017. Call for submissions for the Winter Bulletin will be sent end of November.
 - iii. New Program: DLA Gives Back
 1. Charitable event. Working with Delaware Food Bank (Milford and Newark). Calling for volunteers.
- b. Executive Director:
- i. Conference updates:
 1. Everything is on track and planning is going well. A couple presenter forms are still needed.
 2. DLA workshops are going to be great. DLA Keynote presenter: Maria Radford. Topic: "How to disagree without being disagreeable". She might do a presentation on time management as well.
 3. DLA Social Event: Escape Room. Wednesday evening 8pm. Registration required and limited to 20-25 people. "Beer Shindig" will be the same evening 7-9pm and will offer group games and happy hour prices.
 4. Overflow hotels will be announced shortly. Holiday Inn not available.
 5. Assistance needed with Silent Auction. Please contact Kay Bowes for information.
 - ii. DLA President's Program: New program in the new year. Replacing the fall social event.
 1. Webinar: *Library of the Future: Trends to Innovate, Trends to Advocate*
 "A look at the future of libraries through the mind of Miguel Figueroa, Director of the Center for the Future of Libraries" (<https://ala.org/future/trends>)
 January 18, 2018 at 1:30 pm – registration required. Webinar is free for DLA members. \$10.00 for non-members.
 2. Will be advertised on listserv. DLA members get first priority; will be advertised to other listservs for non-members.
 - iii. Legislative Action:
 1. Committee meeting November 29, 2017, 10-11:30a.m.
 2. Delaware Library Legislative Day scheduled for last Tuesday in April.
 3. National Library Legislative Day – May 7-8, 2018. Looking for a couple volunteers to attend. Please contact Cathay if interested. DLA pays for six seats – hotel/travel not included.
 - iv. Delaware Division of Libraries – Library Card Campaign kicks off after January 1, 2018. T-shirts are the give-away.
- c. Vice President/Conference Chair: No report. Position vacant.

- d. Treasurer:
 - i. Introduced Mel Warren from Pfister Insurance, Inc. Mr. Warren presented various insurance options for DLA including Commercial Property/General Liability Insurance and Non-Profit Directors & Officers Liability. DLA is a low-risk organization, and premiums will be low.
 - ii. Joel distributed information on the Library of Congress Federal Credit Union. Any DLA member can join – added member benefit. Great interest rates on savings and credit card accounts. Information will be posted on DLA website.
 - iii. Festival of Words almost fully funded. Received donation of \$1000.00 - donor's name will be acknowledged on signage for event.

- e. Scholarships, Awards, and Citations:
 - i. Emails have been sent and a few questions have been received regarding the scholarships.
 - ii. Still waiting for update on the Lowell Scholarship from Newark Friends.
 - iii. Two scholarships were paid out of the general fund –general fund will be reimbursed.

- f. ALA Councilor:
 - i. Filed State of the Chapter Report.

Division & Group Reports:

- ii. YSD: Report submitted in advance.
 - 1. Professional development day: Targeting those who work with youth (not just librarians). Offered two times a year: late winter - younger youth; spring/summer – older youth.
 - 2. February 23, 2018 event – Sensory Programming. Will provide training and tools you can implement at your library immediately.

- iii. CRLD:
 - 1. Spring Program will be scheduled for the last week of March 2018 at University of Delaware Library. Topics include faculty collaboration and digital humanities. Two programs have been submitted for the DLA/MLA conference: Networking (UD) and Onboarding (Goldey Beacom).

- iv. DASL: Report submitted in advance.
 - 1. Fall Division meeting held on October 10th was well-attended. Next Meeting schedule for January 10, 2018. Dr. Annie Norman will provide “State of the Libraries” update.

- v. PLD:
 - 1. October workshop, “Did You Know?”, received great reviews. Plan to expand one of the topics (immigration) into a session at DLA/MLA conference 2019.

- vi. Friends: Report submitted in advance.
 - 1. FODL meeting held November 6, 2017, Presented “Passion” poster to Mike Jackson, Director of Management and Budget, for providing leadership in coaching.
 - 2. Soliciting Friends groups for TED-like talks on advocacy.
 - 3. FODL is currently a special interest group, but would like to become a Division. Cathay stated that in order to be a division, 25 members are needed. FODL has

18 members. Will check membership again in January and stay updated on progress towards goal.

4. Presenting plaque to Rick Geisenberger, Secretary of Finance, for being a Library Champion and Life-long member of FODL.

Meeting adjourned 5:37pm.

Next meeting schedule January 18, 2018, 4:00 pm, Dover Public Library.