



Delaware Library Association Executive Board
Thursday January 18, 2018
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
Laurel Ferris, DLA Past President
Cathay Keough, Executive Director
Sara Thomas, Membership/Website
Rachel West, DASL President
Julie Brewer, Jobs Webpage
Joel Rudnick, DLA Treasurer
Kay Bowes, Friends of Delaware Libraries
Katie McDonough, Scholarships, Awards, Citations
Adrienne Johnson, DLA Secretary

Online Participants:

Lauren Wallace, ALA Councilor
Kelly Kline, PLD President
Katrnya Cera-Proulx, YSD President

Guest:

William R. Allan – Delaware Community Foundation

Meeting called to order 4:03 pm

Minutes from November Board Meeting were approved. Joel Rudnick motioned for approval with a second from Rachel West.

William Allan from Delaware Community Foundation (DCF) spoke first. Provided handout with information about DCF and how DLA's funds are handled. Presented options to DLA for its grant and scholarship funds/accounts.

Officer Reports:

- a. DLA President:
 - i. DLA Community Engagement Grant update:
 1. Michelle, Cathay, and Joel will present the Lewes Public Library with their \$700.00 grant check on January 25th. The other grant was awarded to Brandywine Hundred Public Library for \$300.00.

- ii. Bulletin: Need assistance with bulletin. Please solicit for volunteers. Contact Michelle with possible candidates.
 - iii. DLA Gives Back:
 - 1. Charitable event: Delaware Food Bank. Two Saturdays in March for event – one in Newark and one in Milford. Twelve volunteers are needed for each location/day. Notice will be sent out calling for participation.
 - iv. Recruiting candidates for open positions
 - 1. Recruitment has been challenging. It is critical to get positions filled. Michelle visited the Kent County Public Library staff meeting, but we need more people to reach out and recruit new candidates. Publicize open positions to Divisions and think of potential candidates to ask or refer to Michelle.
 - 2. Current open positions: Vice President/Conference Chair, Handbook & Bylaws, & Legislative Action.
- b. Executive Director:
- i. Conference updates:
 - 1. Registration for conference will open next week.
 - 2. Conference planning going well. Only waiting on a couple of forms.
 - 3. Silent Auction: Kay has not heard back from those she has reached out to regarding items for the silent auction. Will post information on listserv. Cathay suggested reaching out to Division Presidents to spread the word. Would like to have participation from all Delaware Libraries. Kay will reach out to restaurants and businesses for donations.
 - 4. Social Event: Escape Room will be held Wednesday evening (May 2nd) at 8:00 pm & 8:45 pm. Preregistration is required. Maximum of 25 people per session. Hopefully will be a big draw.
 - 5. Pre-Conference: Presenter Ryan Dowd's topic *The Librarian's Guide to Homelessness* will also be published in book form by ALA in 2018.
 - ii. Legislative Information:
 - 1. National Legislative Day: Looking for six people to attend. Monday May 7th is a learning day and Tuesday May 8th will be the meetings: meet at Senate for two meetings in the morning and one in afternoon.
 - iii. State Librarian news:
 - 1. State of the State with Governor Carney:
 - 1. Library card campaign: First Lady will help with campaign entire term.
 - 2. Mentioned initiative to have social workers in libraries.
 - 2. House Representative Caucus Meeting:
 - 1. Dr. Norman made a presentation and gave out packet of information. Purpose was to say "Thank You". She was pleased with the response and that a lot of interest was shown for libraries.
 - iv. Listservs:
 - 1. CRLD & PLD now have their own listserv for division members. DASL would like one too.
- c. Vice President/Conference Chair: No report. Position vacant.

- d. Treasurer:
 - i. Balance sheets submitted in advance.
 - ii. Have not spent too much, but Legislative Day and Conference are coming shortly.
 - iii. Festival of Words received \$1000.00 donation.
 - iv. Discussion to move \$25,000 in savings to DCF fund to use for grants. Please provide input on this.
 - v. Based on initial estimates, there is a chance DLA could make a little money on the conference this year.
- e. Past President:
 - i. Long Range Planning Committee: Meeting will be February 12th at Bear Public Library 4-6pm.
- f. ALA Councilor:
 - i. Will have items to report after ALA Midwinter Meeting.

Committees Reports:

- a. Archives: Report submitted in advance.
- b. Jobs Webpage: Report submitted in advance.
- c. Membership/website: No report.
- d. Scholarships, Awards, and Citations:
 - ii. Closing date for nominations is January 31, 2018. Awards will be announced in Feb/Mar. Will promote on website and social media to get nominations in.

Division & Group Reports:

- a. YSD: Report submitted in advance.
 - i. February 23, 2018 Professional Development Day. Will provide training and tools you can implement at your library immediately. Event details [here](#).
 - ii. [Blue Hen Award Winners](#) have been announced.
- b. DASL: Report submitted in advance.
 - i. Trying to spread the word to recruit new members.
 - ii. Teachers can get professional learning clock hours for going to conference. This will hopefully allow more school librarians to attend.
- c. PLD: No report.
- d. CRLD: No Report.
- g. Friends:
 - i. New Member: Steve Newton

Meeting adjourned 5:48pm.

Next meeting schedule March 15, 2018, 4:00 pm, Dover Public Library.