

DLA Executive Board Meeting Agenda
Thursday, July 18th, 2024 at 3pm
Zoom Meeting

Meeting called to order at 3:04 p.m.

In attendance:

- Scott Businsky, DLA President
- Anne Hiller Clark, DLA Past President/Long Range Planning
- Kayla Abner, CRLD President & Publications/Bulletin Committee
- Elizabeth Miller, PLD President
- Rachel West, YSD President
- Theresa Hessey, Archives Committee
- Catherine Wimberley, Legislative Action Committee
- Susan Elizabeth Cordle, Nominating Committee
- Katie McDonough, Scholarships, Awards, and Citations Committee
- Kaitlyn Tanis, Website
- Michelle Hughes, DLA Community Engagement Grant

Minutes Approval and Announcements

- Minutes from the June 2024 meeting will be finalized and voted on at a future date.
Secretary Beth Stevens is on vacation. Please send suggested changes to her via email.

Officer Reports

- President
 - Discussion regarding Skilltype, a professional development platform available to Delaware Library Consortium members, funded by the Delaware Division of Libraries. Scott will seek access for DLA members.
 - Review of Urban Libraries Council Statement email thread. Scott will create a Google Form for the Executive Board to vote after speaking with Annie Norman, State Librarian, and coordinating with the Delaware Division of Libraries.
 - Harry Brake, Past President of DASL, will attend the August Executive Board meeting as a guest speaker to share resources regarding law librarianship.
- VP / Conference Committee – Vacant
 - Scott Businsky is serving as our Conference Chair during the VP vacancy. He is working with the Maryland Library Association on updating the MOU between MLA and DLA for the Conference.
 - Next year's conference will be May 7-9, 2025, in Ocean City, Maryland, at the Ocean City Convention Center.
 - MLA is currently accepting expressions of interest from sites to host the 2026 conference, so please reach out to Scott with ideas.
- Past-President / Long Range Planning

- Anne shared information about the Mentor/Mentee program starting up at the Statewide Directors Meeting on July 17.
- Treasurer
 - Jaclyn was unable to attend today's meeting. Please review her email with the proposed FY25 budget and reply with any questions or suggestions.
 - DASL has joined the American Association of School Librarians as an organizational member. Scott is recommending that other DLA divisions investigate the possibility of organizational memberships using part of their division budgets.
 - As a reminder, DLA is a 501(c)(3), so if Divisions seek outside funding to support their missions, make sure donors/contributors are aware of that for their tax purposes.
- State Librarian
 - Annie Norman was unable to attend today's meeting.
- ALA Councilor – Vacant
 - There is a candidate for the position currently being considered.

Division Reports (as applicable)

- CRLD
 - CRLD's Executive Board had their first meeting last week and will meet again once the budget is finalized to discuss their President's Program and other matters.
- DASL
 - Christina Personti was unable to attend today's meeting.
- PLD
 - PLD's Executive Board has had an initial meeting and will meet again once the budget is finalized.
- YSD
 - YSD's Executive Board will have their first meeting on July 25 to discuss the budget and programming for this fiscal year, including conference proposals.

Committee Updates (as applicable)

- Archives
 - Theresa is working through the external hard drive of files.
- Communications
 - The Summer edition of the Bulletin is accepting submissions. Due to medical leave, this will be the last edition until the Spring (March) edition. See Kayla's email (dated July 23, 2024) for more information about the submission process.
- Social Media
 - No updates.
- Handbook and Bylaws

- The handbook was updated in 2019 but the date wasn't changed on the file, so it appears as 2017. The committee would like to review and update it again.
- Intellectual Freedom
 - Elizabeth Mayer was unable to attend today's meeting. No updates.
- Legislative Action
 - Surveys have been emailed to candidates for the 2024 elections. Once those responses are returned, the Committee will summarize them and share them at the August meeting before sharing them more widely.
 - Congratulations to Catherine Wimberley for her work with EveryLibrary to get HB299 passed in the last legislative session!
- Membership
 - Kaitlyn shared information about the new membership management software, MembershipWorks.
 - Executive Board members will receive training on the software portal, since each Division will have its own member landing page and access to their division's member lists.
- Nominating
 - Welcome, Susan Elizabeth Cordle!
 - Susan Elizabeth will be seeking other members to serve on this committee.
- Scholarships and Awards
 - No updates.
- Social Justice
 - Currently vacant.
 - The intention of the previous committee members was to sponsor conference attendance for DLA members through a social justice/DEI lens. As this committee is currently vacant, the Executive Board intends to administer those funds with the same goal.
- DDL Community Engagement Grants
 - Next grant cycle should go live in September.

New Business

- None

Unfinished Business

- Vacancies – reviewed in Officer and Committee reports
- Records management software – still outstanding
- Membership software – reviewed by Membership Committee representative
- Proposal for Administrative Coordinator (Long Range Planning team) – still outstanding

Next meeting – August 15th, 2024 at 3pm – ZOOM

Meeting adjourned at 3:52 p.m.