

DLA Executive Board Meeting Agenda
Thursday, December 19, 2024 at 3:30pm

Attendees:

- Scott Businsky, President
- Anne Hiller Clark, Past President
- Jaclyn Hale, Treasurer
- Meghan Palazzo, ALA Councilor
- Kay Bowes, Friends of Delaware Libraries President
- Susan Elizabeth Cordle, DLA Nominating Committee Chair
- Katie McDonough, Scholarships, Awards, and Citations Committee Chair
- Theresa Hessey, Archives Chair
- Elizabeth Miller, PLD President
- Rachel West, YSD President
- Catherine Wimberley, Legislative Action Committee Chair
- Kaitlyn Tanis, Website Chair
- Michelle Hughes, Community Engagement Grant Coordinator

Minutes Approval and Announcements

- Meeting called to order at 3:32 pm. Anne Hiller Clark motioned to approve the minutes from November, Rachel West seconded, approved.
- DASL President Christina Personti stepped down. Stephanie Saggione from Las Aspiras Academy agreed to step up to fill the role.
- Congratulations to Peggy Griffith and Jamar Rahming for winning the I Love My Librarian award from ALA – two Delawareans in one year!

Officer Reports

- President
 - Both events at First State Brewing Company (Dine & Donate on December 10 and Books, Beers, & Bites on December 16) were well attended and received. We do not have a total amount raised yet, but our only expenditures were for raffle prizes and were under \$250.
 - One of the candidates running for President of the American Library Association reached out to attend a DLA Executive Board meeting. Lindsay Kronk will attend the January 2025 meeting. If the other candidates reach out, their presence will be arranged for another meeting.
- VP / Conference Committee – Vacant
 - Scott and Anne attended the MLA/DLA Joint Conference planning meeting as they continue to fill in as conference planners in the absence of a VP for DLA.

- We are awaiting the finalized list and schedule of approved programs from MLA and will then reach out to approved presenters to give directions on completing the presenters' paperwork, due January 8.
- DLA's Keynote Speaker is author Temim Fruchter. Her debut novel, *City of Laughter*, is available in Delaware Libraries in print and from hoopla.
- Past-President / Long Range Planning
 - No updates.
- Treasurer
 - Revenue and expense reports were shared via email with the Executive Board and were reviewed in the meeting.
 - One of DLA's CDs matures mid-January 2025. M&T Bank is currently offering a promotional rate for CDs that is higher than our current rate. Rachel West moved and Scott Businsky seconded for Jaclyn to renew the CD, preferably at the higher promotional rate if it is still available once the CD expires.
 - Discussion about revitalizing Festival of Words. There is a plan in place to create an MOU.
- **DLA Treasurer Report – 12/19/2024**
- This report covers the month of November 2024.
- **Income:**
 - · Membership Dues: \$135
 - · Interest: \$1.15
 - · Misc.: \$14.16 (fee reversal for when M&T mistakenly charged us for new checks)
 - · TOTAL: \$150.31
- **Expense:**
 - · PLD: \$25
 - · PayPal Fees: \$3.67
 - · DLA Scholarship Payments: \$892.55
 - · DPIL: \$101.36 (These were the funds we received from the SECC for Delaware DPIL program. We received the funds in October. In November I wrote the check to add the funds to Delaware's DPIL account.)
 - · TOTAL: \$1,022.58
- **TOTAL: \$-872.27**

- State Librarian – not present
- ALA Councilor – no update

Division Reports (as applicable)

- CRLD – Looking forward to the winter professional development workshop, which is scheduled for January 30th. (Not present, but submitted via email)
- DASL – not present
- PLD
 - PLD approved 6 programs for conference and are awaiting confirmation from MLA on the schedule

- Showcase Showdown continues to receive entries and is going well as an engagement tool.
- The Executive Board decided to meet every other month instead of monthly.
- YSD
 - The Executive Board met December 12 and had questions regarding the division's organizational memberships to ALSC & YALSA. Scott and Jaclyn are investigating the best ways for YSD to receive information and share updates with YSD members only given the current limitations of the MembershipWorks software.
 - Blue Hen Book Award Updates
 - Winners have been determined and will be emailed to Youth Services staff in January to prepare titles for display and the announcement in February.
 - We have a full slate of nominees for the reviewing committees to read and rate for the 2025 ballot. The deadline for nomination is December 31, 2024.
 - All reviewing committees are full, but with several members rotating off after this reviewing cycle, we will be needing additional volunteers.
 - President's Program has been scheduled for a portion of the Statewide Youth Services meeting in March. Rachel will send out information to the membership requesting volunteers to present short sessions about library programs and initiatives, with the goal of getting staff comfortable talking about themselves in front of their peers.

Committee Updates (as applicable)

- Archives
 - No updates.
- Communications/Social Media
 - Need to update DASL webpage to reflect new leadership.
 - Kaitlyn will be unavailable to make changes from December 21-January 6; please send updates by 4 pm on December 20.
- Handbook and Bylaws
 - No updates.
- Intellectual Freedom
 - Not present.
- Legislative Action
 - Delaware Libraries Briefing Book is in final review before a draft will be shared with the DLA Executive Board and Statewide Directors for final input.
 - Governor-Elect Meyer's transition team reached out to discuss and are excited about the briefing book

- LAC will set up a meeting with Meyer’s Secretary of State nominee and the new Speaker once Delaware Libraries have established their footing to discuss priorities and initiatives
 - Still seeking volunteers to create dossiers on elected officials to aid library advocates in preparing for meetings with legislators. Email Catherine if you are interested in helping with this.
 - Legislative Action Day is March 13.
- Membership
 - Para terminology and membership rates
 - Tabled until 2025; not likely to change membership rates but would like to consider changing names of categories.
- Nominating
 - No updates.
- Scholarships and Awards
 - Katie presented a draft of the joint application for DLA and DDL scholarships (with the exception of the scholarship for high school students). This will be a fillable PDF posted to the Professional Development LibGuide and the DLA website.
 - The application period is open from January 15-April 1.
 - Jaclyn moved to accept the draft, Scott seconded, draft approved.
- Social Justice
 - Vacant
- DDL Community Engagement Grants
 - Applications close on December 31.
 - Scott will share information to DLA’s Facebook page again.

New Business

Unfinished Business

- Vacancies
- Records management software
- Proposal for Administrative Coordinator (Long Range Planning team)

Next meeting – January 16, 2024 at 3:30pm (ZOOM)