

DLA Executive Board Meeting Agenda
Thursday, February 20th, 2025 at 3:30pm

Called to order 3:31pm

Minute taker: Kayla Abner, Kaitlyn Tanis

ALA Candidate for President – Dr. Maria McCauley

Candidate website: <https://www.mariaforlibraries.com/>

Minutes Approval and Announcements

Amendment for more formal language in YSD report. Minutes approved.

Officer Reports

- President
 - Suggestion to take turns recording minutes in absence of Secretary.
 - Kathy does not have bandwidth to take on Membership Chair role, she is going to step down in May. Scott is going to clarify role of Membership Chair with Jaclyn et al. to start recruiting.
 - Scott et al. going to Voices for Libraries Conference March 5-6. Annie Norman will be speaking on impact of federal funds.
 - Josh Stone met with us to discuss MOU agreement re: conference and Sustainable Libraries Initiative. Draft will be sent to Board for review.
 - DLA members who aren't ALA members will get a discount for ALA in Philly; more info forthcoming.
 - Suggestion of informal meetup / regional chapter meetup at ALA Conference.
- VP / Conference Committee – Vacant
 - Some changes in timing of presentations, thanks to committee members for dealing with these.
 - Early bird deadline March 25. Scott will send another reminder email through MW.
 - Monday Feb 24th is on-site walkthrough in Ocean City.
 - QUESTION from Rachel West: how to get lodging request billed for speaker? Deferred to email.
 - At some point: have a discussion about usage of funds for honoraria for Delaware librarians.
- Past-President / Long Range Planning
 - Mentor / Mentee mid-program check-in point in November. Program is going well despite some miscommunications here and there.
- Treasurer
 - Reports shared via email 2/18/2025
 - Gain for January 2025 = \$91.76
- State Librarian
- ALA Councilor
 - Meghan Palazzo update – ALA council met in January.

Division Reports (as applicable)

- CRLD

- Winter program was a success, 60 people attended live.
- DASL
 - AASL president meet and greet at conference.
 - Social media – need one other admin and need to discuss guidelines.
- PLD
- YSD
 - Will be updating Blue Hen submission guidelines
 - March 6 program – looking for speakers to chat about cool things librarians are doing

Committee Updates (as applicable)

- Archives
- Communications
 - Social media evaluation. Scott going to reach out to DASL to highlight communications guidelines, and need one other admin for social accounts.
 - DLA Bulletin deadline Feb 28th.
 - Considering other social media platforms going forward
 - Website – Might see some subtle changes to update the website to look a little more modern including a few changes on the homepage (getting rid of the sticky post and getting rid of the calendar widget)
- Handbook and Bylaws
- Intellectual Freedom
- Legislative Action
 - Working on planning Legislative Action Day – also working with Kaitlyn to update the website
 - 70 people are already registered
 - Veterans are also scheduled to do legislative visit on the same day as us, so Annie would like us to stand out. Catherine is working on a button, but could be expensive to order 250. Penguin Random House could be an option for funding or Friends of Delaware Libraries
 - Discussion of what the button would look like – “Delaware Libraries: Find More Do More”/ Should we add more information that shows that this is a DLA program – Going to try another mock-up of the button
 - Feedback requested ASAP
- Membership
 - CRLD question about software
 - People can edit their profiles and see others’ profiles.
 - Tiered structures
 - Out of state membership – ongoing conversation
- Nominating
 - I have to jump. Nominating updates...still looking for nominations for the DLA VP/President elect. Also, we now have a vacancy for the DLA secretary and now membership chair. Please share these open positions with your co-workers or anyone else you think might be interested. If you know of anyone interested in either position, please either email me or have them email me, susanelizabeth.cordle@lib.de.us. Thank you!

- Scholarships and Awards – Receiving applications and the new form is working well
- Social Justice
- DDL Community Engagement Grants
 - Festival of Words funding – submission from Harry Brake for CE grant, but not appropriate because DLA is the fiscal agent for FOW.
 - Board approval for funding?
 - \$2500 awarded for Community Engagement Grants.
 - QUESTION from Rachel West: do we have enough to cover this and grants? Jaclyn expects we'll come out at a loss this year anyway. Decided to not move on this until we know what FOW financial situation is and how money is going to be spent. Community Engagement Grant committee will reach out to Harry to ask for a request.

New Business

- Artificial Intelligence working group / interest group
 - Informal group – few Zoom meetings, mainly an email group
- There is a State AI group that Scott can work with

Unfinished Business

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

Next meeting – March 20, 2025 at 3:30pm