

Governor's Advisory Council on Library Development

*July 21, 2020
Virtual Zoom Meeting*

Minutes - Approved

Present: David Belanger
Marsha Everton
Mary Garm
Robert Lambert
Rebecca Long
Allison Mackley
Beth Mellor
Larry Nesbit
Patrick Oates
Susan Werner
Barbara Zaborowski

Excused: Olga Negrón

Office of Commonwealth

Libraries (OCL): Susan Banks, Director, Bureau of Library Development (BLD)
Jonelle Darr, Executive Assistant, OCL, Retired
Tracey Dukert, Press & Communications, PA Department of Education
Sarah Greene, Director, Bureau of State Library (BSL)
Cynthia Heasley, Administrative Assistant, OCL
Corri Hines, Library Development Advisor for School-Age Services, BLD
Anne Kruger, BLD, Public Library Advisor
Glenn Miller, Deputy Secretary / Commissioner for Libraries
Stacey Mulligan, BLD, Library Development Advisor
Diana Megdad, BLD, Public Library Advisor
Susan Pannebaker, Library Development Advisor, Retired
Pedro Rivera, Secretary, Department of Education

Guests: The following registered to attend virtually:

Sarah Applegate, Coyle Free Library
Laura Bailie, Franklin County Library System / Chambersburg District
Eileen Beveridge, Carnegie Free Library of Connellsville
Denice Bigham, Franklin County Library System

Carolyn Blatchley, Cumberland County Library System
Christi Buker, Pennsylvania Library Association
Robin Burns, Pennsylvania School Librarians Association
Terri Butterworth, Northern Cambria Public Library
Anthony Cavallaro, Quarryville Library
Jessica Church, Punxsutawney Memorial Library
Brady Clemens, Schlow Centre Region Library
Naomi Cross, Rostraver Public Library
Brianna Crum, Dauphin County Library System/Capital Area Library District
Brian K. Dawson, MPPL
Karen DeAngelo, Montgomery County-Norristown Public Library
Andrea Dow, Pottsville Free Public Library
Deb Drury, Elizabethtown Public Library
Rhonda Duell, Oswayo Valley Memorial Library
David Dunlap, Bethlehem Area Public Library
Brandt Ensor, Adams County Library System
Sue Erdman, Joseph T. Simpson Public Library
Lisa Erickson, Huntingdon County Library
Susan Gardner, Easton Area Public Library
Linda Gawthrop, Jean Barnett Trone Memorial Library of East Berlin
Amy Geisinger, New Castle Library District
Sukrit Goswami, Haverford Township Free Library
Mary Ann Greene, Nanty Glo Public Library
Dale Hamby, Lancaster County Library System
Michelle Hawk, Lebanon County Library District
Jessica Hilburn, Benson Memorial Library
Elizabeth Hornig, Somerset County Public
June Houghtaling, James V Brown Library
Kimberley Hrivnak, Allegheny County Library Association
Marilyn Jenkins, Allegheny County Library Association
Patty Jones, Sewickley Public Library
Erin Joyce, Oil Creek Library District
Christopher Kelly, North Pocono Public Library
Mary Kieffer, McCord Memorial Library
Kathy Kline, North Trails Public Library
Kelli Knapp, Warren Library Association
Leslie LaBarte, Seneca Library District
Anny Laepple, Delaware County Libraries
Allison Latagliata, Marian Sutherland Kirby Library
Michele Legate, Northeast Library District
Michele Levy, Bethlehem Area Public Library
Jennifer Long, Easton Area Public Library
Darlene Marshall, Jefferson County Library System

Becky Martinazzi, Cambria County Library
Ryan McCrory, Lititz Public Library
John Miller, York County Libraries
Edwin Miller, Library System of Lancaster County
Jessica Miller, Washington County Library System
Laura O'Grady, Hershey Public Library
Allie Outhouse, Easton Area Public Library
Karen Pierce, Slippery Rock Community Library
Maryam Phillips, Executive Director, Hosting Solutions & Library Consulting
Rosanne Pugh, Slatington
Elaine Rash, Osterhout Free Library
Amy Resh, Berks County Public Libraries
Kathee Rhode, Lower Macungie Library
Margaret Schachte, Ashland Public Library
Jessica Serrenti
Mark Sullivan, Allentown Public Library
Melinda Tanner, Citizens Library & District Center
Alison Trautmann, Berks County Public Libraries
Karla Trout, Library System of Lancaster County
Heather Weleski, Avalon Public Library
Keri Wilkins, Free Library of Philadelphia, Library for the Blind and Phys. Hand.
Stephanie Williams, Reading Public Library District
Laurie Zierer, Pennsylvania Humanities Council

1. Call to Order & Introductions

Garm called the meeting to order at 9:30 AM.

Council members and Office of Commonwealth Libraries (OCL) staff then introduced themselves.

2. Introduction of New Council Members Beth Mellor and Susan Werner – Mary Garm

Garm introduced Beth Mellor, Director of the Oakmont Carnegie Library, to the GAC. She fills one of the Advisory Council's professional member seats.

Garm then introduced Susan Werner, who fills one of the Advisory Council's trustee member seats.

3. Approval of the Minutes of the October 13, 2019 meeting, and the January 28, 2020 meeting

Marsha Everton moved that the minutes of the October 13, 2019 meeting be approved as submitted. Patrick Oates seconded the motion. Motion carried unanimously.

David Belanger moved that the minutes of the January 28, 2020 meeting be approved as submitted. Patrick Oates seconded the motion. Motion carried unanimously.

4. Chair's Report – Mary Garm

a. Honoring Susan Pannebaker

Mary Garm read aloud the resolution, which honored Susan Pannebaker for her contributions to libraries over the years. Pannebaker thanked Glenn Miller and the GAC for their support. David Belanger thanked Susan for her many efforts over the years.

b. Honoring Jonelle Darr

Garm read aloud the resolution, honoring Jonelle Darr for her hard work, particularly related to the Forum Building renovation. Darr thanked the GAC for their help. David Belanger complimented her on her ability to remain calm in stressful situations. Glenn Miller echoed that sentiment, and thanked Darr for her dedication to the Office of Commonwealth Libraries and for stepping in to handle unexpected major challenges such as the Forum Building move and renovation, assisting during key vacancies, and assisting the field during the COVID-19 pandemic.

5. Secretary of Education Report – Pedro Rivera

Secretary Rivera stated that because COVID-19 cases have been rising since July 4, 2020, aggressive mitigation efforts will be needed. The health and safety of educational staff is a concern, but continuity of service must be answered with some certainty to drive educational decisions. It is difficult as the situation is ever-changing.

Comments and Questions

Mary Garm commented that she appreciated the ability to make decisions at the local level. She then asked GAC members for any comments.

Allison Mackley commented that many school districts have furloughed elementary school librarians due to budget shortfalls. The American Association of School Librarians has released guidelines for support of librarians during the pandemic. This report shows the four roles librarians have and is supported by research. The Pennsylvania Teachers Advisory Committee sent an open letter to legislators about three essential services that school librarians provide. Mackley thanked Secretary Rivera for his support. Secretary Rivera remarked that this was a good conversation to have about the evolving role of school librarians as well as public libraries' use of technology. He also agreed that school librarians have become the tech experts but often do not have a seat at the table when decisions are made. He feels this is because superintendents are not always aware of the librarian's role in the school. Mackley thanked Secretary Rivera, adding that libraries will have to re-market themselves to avoid being laid off or dismissed.

Marsha Everton noted that libraries are critical to workforce education but are easily dropped from budgets.

Beth Mellor welcomed Secretary Rivera to the meeting. She stressed the role of public libraries in teaching people about valid and invalid internet sources, virtual use of libraries (online access, audio books, etc.). Libraries are trying to step up access despite being closed due to COVID-19. Rivera appreciated her comments and noted that access is an ongoing issue.

Barbara Zaborowski added that higher education is in the same boat as K-12 education. Their struggle is to get students certified and then employed but given the changing COVID-19 restrictions the situation is more difficult. She praised Gov. Wolf and Dr. Levine for their handling of the pandemic. Sue Werner agreed that Gov. Wolf and Dr. Levine have done a great job handling the pandemic. Secretary Rivera thanked them for their comments.

Robert Lambert asked about library funding in the fall. Secretary Rivera responded that he is working on it by spreading information about libraries' role and is using PDE's Communications department to help him with this. He is also supporting advocacy and recognition for libraries. Deputy Secretary Miller has attended meetings to highlight connectivity, broadband and innovation issues.

Mary Garm asked about the effects of the current economy on libraries' budget. Secretary Rivera replied that while there has been some success in the past, in this environment he is not as optimistic for an increase in libraries' budgets this year.

Garm thanked Secretary Rivera for taking time to join the GAC. Secretary Rivera thanked the members of the GAC for their guidance and feedback during his tenure.

6. Deputy Secretary's Report – Glenn Miller

Miller noted that PDE leadership has been communicating via phone regularly multiple times per day during the pandemic. He has been able to involve libraries in these discussions and increase collaboration with other offices within the department.

With BSL Director Sarah Greene and an OCL committee, Miller has been working on a response to and an action plan related to the Black Lives Matter movement and the rising concerns over white supremacy and racism. Miller sent out an initial statement related to OCL's position and plans and more communications are expected to follow.

Miller reported on the five-month budget passed by the state Legislature related to libraries and certain other PDE programs. Most K-12, higher ed, and pre-K programs were level-funded for 12 months. Very little is known at this time about the November budget deliberations for the remaining seven-month budget.

The Joint State Government Commission's draft Broadband Report is due in June and the final report will be available between now and Labor Day. Miller expects it to be helpful for targeting future broadband efforts and the role libraries can play in providing temporary and permanent connectivity gaps.

Garm asked Miller to describe his equity, diversity, and inclusion statement for the GAC. Miller said it will create opportunities to work in an equitable and inclusive environment. Current policies will be reviewed with an eye toward improving inclusivity.

Garm then asked what Miller thought would happen in regards for the 2020-21 school year budget in November. Miller noted that the Legislature is required to pass a balanced budget but given the gap in the state's revenue due to the pandemic, this poses real danger for library funding for the remaining budget.

7. LSTA Spotlight – Reimagining Community Engagement – Susan Banks

Sue Banks detailed OCL's work on community engagement using the strategies developed by the Harwood Institute's "Turning Outward" program.

She then expanded the community engagement context to describe OCL's current work in partnership with the Pennsylvania Humanities Council (PHC.)

Banks introduced PHC's executive director, Laurie Zierer, for a fuller report. Zierer thanked the GAC for the opportunity to provide an update through slides and descriptions of three recent sessions

Banks expressed gratitude for PHC's help toward implementing community engagement this year. She will put a link to the upcoming event in her written report and put it on chat. She noted further that the pandemic has created new opportunities for community engagement.

Garm thanked Banks and Zierer for their work, noting that hearing a different perspective allows for greater inclusiveness.

8. Bureau Reports from the Office of Commonwealth Libraries

a. Bureau of Library Development (BLD) – Susan Banks

Banks stated that BLD staff have been working hard, typically with longer hours now that the building is closed due to COVID-19. Staff are now focusing on libraries re-opening, rather than closing. She thanked Jonelle Darr for her efforts to disseminate information to the field.

She also thanked HSLC for their help in creating virtual space for library directors and staff to share experiences and stories during this pandemic.

Hundreds of library staff, board members and volunteers have participated in Statewide Library Training that has been retooled to be virtual for all content.

BLD staffer Diana Megdad has been leading the work on continuing education for library staff, to get it up and running virtually

Corri Hines has been doing a great job coordinating youth services programs.

Stacey Mulligan is helping to coordinate the community engagement work and it ties in very nicely with her workforce development efforts across agencies.

A funding approach to the CARES Act is being developed, under the leadership of Heather Sharpe (Division Chief, BLD). This allows distribution of \$1 million to the District Library Centers to be shared with libraries in each district impacted by COVID-19. Special efforts are aimed at libraries in hardest-hit communities.

LSTA planning for the 2021-22 fiscal year has begun. An update of Library regulations is in progress. Plans for a statewide competitive grant cycle in 2021 are being developed and will focus on equity and inclusion.

b. Bureau of State Library (BSL) – Sarah Greene

Greene noted that BSL has been teleworking since the state shut down on March 13, 2020. The staff did a great job handling a stressful situation. Nearly 3,000 new State Library cards were issued. Demand for research related to the State Police background checks for gun purchases increased dramatically. BSL staff are also providing online ILL, chat with a librarian, and answering email reference questions.

In the Makerspace, Bill Fee worked hard to develop online classes through Google classroom. These are STEM classes for students in K-12 education which are typically offered in the summertime at no cost to students.

The Digitization and Rare Collections staff teamed up to create a COVID-19 digital archive for libraries to document the experiences of library staff and users. The archive can be found at <https://sites.google.com/view/palibratiescovid19> . Contributions from library staff, volunteers, and library patrons are welcome.

Staff regularly check the Forum Building to ensure the collections and material are experiencing proper environmental conditions since OCL's move-out in June of 2019. This past June, the building lost power due to an electrical failure on the basement level but no damage occurred to the collection.

Staff from the Rare Collections Library are working with Messiah University and the Harrisburg Genealogy Association to acquire materials from the African-Americans in Central Pennsylvania. Staff also provided an online author talk for *Out in Central Pennsylvania: The History of an LGBTQ Community* by William Burton with Barry Loveland.

9. Public Comment on Agenda Items Only – No comments

10. OCL Responses to COVID-19; Racism – Glenn Miller

Addressed in Miller’s report above

11. School Libraries Update – Allison Mackley

Mackley explained that there is a three-pronged, organized approach to advocate for school librarians. Over 20 school librarians have lost their jobs due to furlough or elimination due to budget cuts caused by COVID-19. Online charter enrollment is also a cause for concern. Libraries are more than checking out books, so perceptions need to be changed. The Teachers Advisory Committee has sent an open letter to Pennsylvania residents focusing on how libraries provide services to the community.

Garm asked how meeting attendees can help. Mackley answer that contacting school boards and administrators and highlighting the duties of school librarians is helpful. She also highlighted the concern that some schools are requiring that librarians with other certifications take on that role (i.e. if a librarian is also a certified English teacher, the librarian is re-assigned as a classroom teacher.) This leaves the rest of the student body unserved for library resources and librarian expertise.

12. Public Library Funding Update – Five-Month Budget & Federal CARES Act - Glenn Miller

Addressed in Miller’s report earlier.

13. Request from Lancaster Public Library and District Library Center – Susan Banks

Garm noted receipt of a letter from the Lancaster Public Library informing OCL of the library’s intention to cease its role as a District Library Center. Garm noted that the Library Code articulates a role for the GAC along with OCL in this process. The intention is to look into all options and consider all issues related to Lancaster’s request.

14. Office of Commonwealth Libraries Personnel Update – Glenn Miller

Miller stated that he is looking to fill Susan Pannebaker and Jonelle Darr’s positions but due to the state hiring freeze, the process may be delayed.

15. Regulations Review Update – Glenn Miller, Susan Banks

Sue Banks thanked Jonelle Darr for her work in updating OCL collection of library statutes and regulations for the website. They have been sent to PDE’s Office of General Counsel for review. Banks noted that progress is expected to be made on updating the regulations in the months ahead.

16. Rare Books Fund Update – Larry Nesbit

Nesbit noted that the Mansfield Funds have a balance of \$207,012.85 after spending \$12,655.00 in the last fiscal year. At the moment, there is talk of merging Lock Haven University with Mansfield University. Nesbit said this is not likely to affect the fund, as the money is in a restricted account. He encouraged the Bureau of State Library to continue to spend funds in a prudent manner.

Garm thanked him for the update and will speak with Rare Books Librarian Michael Lear about some possible changes.

17. Update on Forum Building Renovations – Glenn Miller

The Forum building renovation is at least one year behind schedule due to the pandemic. There is some speculation about the planned space allocations in the Forum renovation plans and whether changes may occur due to substantial teleworking this year.

18. Committee Reports and 2020 Committee Assignments

- a. **Bylaws** - no report
- b. **Legislative** – no report
- c. **Policies and Guidelines** – no report
- d. **Communications** – no report
- e. **Nominating Committee** – no report

Garm announced that Susan Werner will join the legislative committee and Elizabeth Mellor will join the communications committee. Larry Nesbit will review the Bylaws regarding virtual meetings and suggest an update at the next GAC meeting. A Vision/Planning committee will meet soon and include the committee chairs, Mary Garm, David Belanger, Allison Mackley, and Marsha Everton.

19. Public Comment

Christi Buker encouraged everyone to attend the virtual meeting of the PaLA Legislative Committee on September 21. The purpose is to elevate the visibility of libraries in the community.

Dale Hamby, president of the Lancaster County Library System Board, noted that he is very excited about creating a new district center in Lancaster and looks forward to working the GAC and OCL.

Sue Erdman asked if there was a timeline for CARES Act funding, and whether there was an appeal process. Miller stated that since there is a limited amount of funds, district libraries should direct those funds to the most urgent needs, such as

connectivity and personal protective equipment. The process will start with OCL's announcement of the allocation of district funds, then the district center applies for money, and the district center will work with individual libraries. The allocation should be available within two weeks using a recent survey and the process should move ahead quickly.

For CARES funding awarded to the Pennsylvania Humanities Council, Laurie Zierer stated that Pennsylvania is third in the nation for the number of applications (behind New York and Washington state.) Thirty-four reviewers are in the last step of the process. Decisions are expected at the beginning of August. Decisions will be based on requirements and financial hardship, and libraries are eligible.

Karla Trout asked if a recording of the meeting will become available. Miller and Garm said that it will be discussed.

Mary Garm noted that future GAC meetings will be virtual and are planned for September 17, October 21 at the PaLA meeting, and December 3.

Erin Joyce asked if Allison Mackley will share the link to the AASL information? Mackley shared the information via the chat button.

Garm thanked David Belanger for his work to set-up and host the virtual meeting. Miller thanked Garm and Belanger for their efforts.

20. Adjourn

The meeting was adjourned at 12:06pm.

Respectfully submitted,
Cindy Heasley, Administrative Assistant
Office of Commonwealth Libraries

Meeting Dates for 2020

September 17	Virtual Business Meeting
October 21	PaLA Conference, Virtual
December 3	Virtual Business Meeting