

Governor's Advisory Council on Library Development
July 18, 2024: 10:00a.m.

Virtual Meeting

Minutes

GAC Members Present: Marsha Everton, Mary Garm, Dale Hamby, Rebecca Long, Allison Mackley, Beth Mellor, Barbara Zaborowski

GAC Members Absent: Lisa Rives Collens, Robert Lambert

Office of Commonwealth Libraries (OCL): Susan Banks, Deputy Secretary; Demetrice Barbour, Admin Assistant; Carrie Cleary, Executive Assistant; Bri Crum, Library Development Advisor; Sara Deegan, Library Dev. Supervisor; Amy Geisinger, State Data Coordinator; Sarah Greene, Bureau Director State Library; Corri Hines, Library Development Advisor; Mike Reilly, Library Development Advisor; Heather Sharpe, Director, Bureau of Library Development; Heather Warren Smith, Early Childhood Services Advisor

Guest presenters: Hadass Sheffer and Annette Mattei

Attendees: Melissa Adams, Kathleen Arthur, Carolyn Blatchley, Cheryl Brice, Dustin Brinton-Wilson, Christi Buker, Sarah Buzzard, Jessica Church, Brady Clemens, Naomi Cross, Maria Cuccaro, Brandt Ensor, Sue Erdman, Brianda Freistat, Cathi Fuhrman, Adam Gilbert-Cole, Katie Greenleaf Martin, Marissa Guidara, Chad Gump, Jessica Hilburn, June Houghtaling, Kimberley Hrivnak, Erin Joyce, Laura Keller, Kelli Knapp, Jennifer Knisely, Leslie LaBarte, Michele Legate, Rob Leshar, Sandy Longo, Charlyn Lyons, Vince Mariner, Annette Mattei, Ryan McCrory, Edwin Miller, Glenn Miller, Jessica Miller, John Miller, Julie Miller, Richard Miller, Barb Mitchell, Darla Patterson, Jennifer Powell, Nina Riggle, Hadass Sheffer, Lugene Shelly, Joseph Sherwood, Andrea Strobel, Jeffrey Swope, Ila Verdirame, Andrew Vickers, Robyn Vittek, Becky Wanamaker, Chelsea Williams, Allison Young

1. Welcome & Introductions

Call to Order & Introductions – Mary Garm, Chair. Meeting opened at 10:01 a.m. Introduction of council members present. Reported new Council Member Lisa Rives Collens was unavailable.

2. Approval of April 12, 2024, Meeting – Mary Garm: No corrections. Minutes approved as distributed.

3. Chair's Report – Mary Garm shared highlights from the **written report attached**

4. Deputy Secretary's Report – Susan Banks

a. Banks shared highlights from **written report attached**.

5. Bureau Reports from the Office of Commonwealth Libraries

a. **Bureau of Library Development** – Heather Sharpe, Director highlighted items in the **written report attached**.

b. **Bureau of State Library** – Sarah Greene, Director highlighted the **written report attached**.

6. Public Comment on Agenda Items Only - No comment

7. **Presentation: Statewide Impact Assessment** – Hadass Sheffer and Annette Mattei, Consultants, elaborated on OCL Assessment of Collective Impact study being conducted using the [presentation slides as attached](#). Banks introduced the presenters. They reviewed the work plan and shared a call for volunteers and participation.
8. **Proposed Regulations: Status Report** – Susan Banks and Heather Sharpe
 - a. Banks shared that the draft will not move forward until the next session. The RAF (regulatory analysis form) is a robust document that requires a lot of analysis and supporting information that has been a focus for the internal work group that takes time. Currently Banks is working on a draft of the Preamble and will get it routed back through PDE for their review.
 - b. Sharpe shared a link to the lib guide where information can be found: <https://pa.gov.libguides.com/libraryregulations>.
9. **Committee Reports**
 - a. **Bylaws:** Allison Mackley, Chair reviewed the [attached draft](#) of revised bylaws which had circulated to all members previously. The seven changes are highlighted. Garm asked for a motion to accept the revisions. Zaborowski moved and Everton seconded. Motion to accept the bylaws passed unanimously.
 - b. **Communications/Education and Advocacy:** Marsha Everton and Beth Mellor, Chairs thanked the group who assisted in the creation of the Governor’s Advisory Council on Library Development Report of the Governor. Everton mentioned learning the importance of accessibility beyond compliance and shared that the report can now be found on the GAC page of the library’s website.
 - c. **Guidelines and Policies:** – Rebecca Long, Chair stated that this committee continues to review the Hours/Holidays Guidelines. It was workshopped in the field, and received feedback. The group met to discuss, and plans to produce an updated draft for another review. See [attached report](#).
 - d. **Planning:** Barbara Zaborowski, Ph. D., Chair shared that with the GAC Report to the Governor, another objective is complete. As the third year and final year of the strategic plan begins, the committee will start work for the next plan soon. The goal is to have a new GAC plan in the spring.
 - e. **Ad Hoc Committee / Statute and Regulations Working Group:** Mary Garm, Chair: No report as Banks and Sharpe had covered the information earlier.
10. **Community Conversation: Beth Mellor – Mellor** shared that the GAC proposed a question with meeting registration: What information would you like shared with the Governor about PA libraries? The form received sixty-eight responses. A summary of the comments to this question indicates that community focus, with an emphasis on library service and libraries supporting their communities is something that respondents would like shared. Community needs and individualized service were the key themes in the responses. Funding was mentioned sparingly. These results will be shared with the Library Relations Committee for future projects.
11. **Council Members’ Comments and Announcements**
 - a. Nothing shared.
12. **Public Comment:**
 - a. **Christi Buker:** Pennsylvania Library Association (PaLA) worked on advocacy for the state budget. This year was level funded, and conversations about next year have already begun. Buker shared information about the 2024 annual conference in Harrisburg. Senator Dave Argall will be the speaker at breakfast. There will be a press conference at the Capitol on Oct 9 to celebrate PA Libraries Powering the Commonwealth Day to include speakers and displays in the main rotunda.

- b. **Vince Mariner from HSLC:** POWER Library has ordered new content to include archives from Ebony Magazine and US News & World Report Magazine. The fall training schedule is released. [See written report.](#)
- c. **Katie Greenleaf-Martin from PAILS:** Happenings include new library migrations in Schuylkill and Northampton County, a re-automated a library, cataloging parties, and a project to start offering true digital address verified cards. The organization's catalog improves with recently added Spanish language access headings and a product called Homosaurus for other new headings.
- d. **Laura Keller** from Plymouth Public Library in Luzerne shared that she spoke at her local school board meeting on Wed. June 12 and local school district increased funding by \$5,000 to the library. This is significant as the library hadn't seen an increase for a long time. Garm congratulated her.

Adjourn: Motion to adjourn made by Marsha Everton seconded by Beth Mellor Meeting adjourned at 11:54a.m.

Next Business Meetings:

Sunday, October 6, PA Library Association Conference in Harrisburg, PA.

Thursday, December 5, 2024 (virtual)

Meeting minutes respectfully submitted,

Demetrice Barbour, Administrative Assistant and Carrie Cleary, Executive Assistant, Office of Commonwealth Libraries.

Chair's Report
July 18, 2024
Mary O. Garm

Welcome

We are honored to welcome Lisa Rives Collens as the newest member of the Governor's Advisory Council on Library Development. Lisa was appointed by Governor Shapiro to a Professional Librarian position on Council. Her current term will run through January of 2027. She holds a Master's Degree in Library and Information Science from Wayne State University in Michigan. She currently serves as the Director of the Schlow Centre Region Library in State College.

2024 Report to the Governor

Congratulations to Communications, Education, and Advocacy Co-Chair Marsha Everton and her team on the production of the 2024 GAC Report to the Governor. The report was introduced at the Grand Reopening of the State Library and has been very well received by the field. Marsha is a Lay Member of Council, and she contributed many, many hours of dedicated leadership to the creation of this publication. The report can be found on the [GAC page of the State Library's website](#).

PSLA Intellectual Freedom Awards from ALA

The PA School Librarians Association has been recognized by the American Library Association's Intellectual Freedom Roundtable with two awards.

First, PSLA received the 2024 Gerald Hodges Chapter Relations Award, presented in recognition of the relentless and dedicated work of the Association's Intellectual Freedom Task Group. PSLA was noted for its "multifaceted contribution to intellectual freedom and critical support of library staff facing intimidation and pressure related to anti-censorship efforts." Among their many accomplishments in 2023, PSLA launched a new intellectual freedom website, as well as a Rapid Response Team.

In addition, PSLA member Matthew Good won the John Phillip Immroth Memorial Award for his "notable contributions to intellectual freedom and demonstrations of personal courage in defense of freedom of expression". The citation reads, in part: "Faced with a difficult decision regarding the implementation of a policy that restricted access to books in the junior high library at the start of the 2022-23 school year, Good resigned his position to bring the issue to light. Good continues to speak out for intellectual freedom and access to books and school libraries."

The official press release for these awards is here: <https://www.ala.org/news/2024/05/ala-announces-2024-recipients-distinguished-library-intellectual-freedom-awards>

2024-2025 State Budget

Pennsylvania's budget was passed by the legislature and signed by Governor Shapiro. Library funding was level-funded at last year's amount. Thanks to Christi Buker and the PA Library Association for their leadership and advocacy on behalf of public libraries.

GAC Business Meeting
July 18, 2024
Deputy Secretary's Report
Susan Banks

- **PDE** – The Commonwealth's 2024-25 budget was passed on Friday, July 12 after more than two weeks of late-night negotiating among all parties, including PDE Legislative and Policy staff. Although we did not receive any increases in the Subsidy, Access or LAMP line items, we did get a modest increase (\$180,000) in the State Library line to cover staff costs. Work begins now to craft requests for increases in those funding lines for 2025-26. Although we were in a holding pattern at the request of the Governor's office, with the passage of the budget, the Keystone Grants for Public Library Facilities opened for applications on Monday, July 15. Over the months of budget negotiations, OCL had several meetings with lawmakers to discuss their legislative priorities involving libraries (particularly school libraries) and have introduced our colleagues at [PSLA](#) to PDE's Legislative Affairs team to work more closely together to map a future for getting school libraries recognized and supported at an appropriate level, as there is no representation within PDE for the interests School Libraries. This summer Secretary Mumin has stopped in at libraries to engage with summer programming, including a visit to a Juneteenth storytime at the Ambler Branch of the Wissahickon Valley Public Library and a look at the summer food program at the South Side Branch of Bethlehem Public Library. We are hoping to get the secretary and possibly the Governor to visit our LAMP regional libraries in Pittsburgh and/or Philadelphia.
- **State Library of Pennsylvania – Legislative Open House 6/11** – Introduced the elected officials and staff from both House and Senate to the resources and librarians that are here to use and work with. Also engaged in conversation about what else OCL does with libraries and how... Circulating STEM kits and [online training for libraries](#) now active the State Library's STEM Lab – Sarah Greene will have more info in her report.
- **Commonwealth Partnerships** continue – with regular meetings with PHMC, PCA, L&I, DCED, DHS, DOS, and more. We met with the Directors of Community Development work from the Dept of Community and Economic Development to explore our mutual interests and how we can connect the work of that part of the agency with libraries across the Commonwealth – and help libraries understand what Community Development programs do. We're pursuing active support for the State Correctional Institution libraries and librarians. We met with the First Lady and her staff to discuss an idea they have for a book-sharing site at the Governor's Residence.
- Work continues on the process to produce **new Regulations in Pa Code Title 22, Part IX**. We are refining the exposure draft based on all the feedback received thus far and preparing the RAF and Preamble in preparation for submitting the package to the

Independent Regulatory Review Commission and House and Senate Education Committees. We have decided to hold off on submitting the proposed rulemaking package until after the start of the 2025 session, so that it doesn't have to cross the sine die deadline/end of session on December 1, 2024. This gives us more breathing room to polish the Preamble and RAF and solicit input from other agencies on the impact of the proposed regulatory language, which should smooth the path of review once submitted to the IRRC and the legislative committees.

- **Friday Futures** meetings will be changing from their current monthly slot (and its name) to the second Monday of the month at Noon, starting with August's meeting. We'll share a new calendar invitation and Zoom link soon – if you're interested let Sue Banks know and she'll include you in the meeting invitation. We hope to create more formal Community of Practice around Futures work and Strategic Foresight in the coming months.
- **"Sharing Stories of the 250th"** – a program OCL is undertaking in partnership with PA Humanities as part of the IMLS Planning Grant awarded to the National Federation of Humanities Councils to celebrate the anniversary of the signing of the Declaration of Independence. The first training was led by Adrienne Whaley and Dr. Emily Sneff from the Museum of the American Revolution and another workshop will take place in August. We expect to undertake a more widely distributed program in the coming year as part of an IMLS project grant to follow. Bri Crum is doing the heavy lifting on that project
- **Statewide Collective Impact Study for Libraries and Library Services** with leadership from BlueWillow Consulting will be the focus of our Spotlight report at this meeting and of much of the work of OCL and BLD leadership over the next year.
- Work continues on the process to produce **new Regulations in Pa Code Title 22, Part IX**. The Exposure Draft of the new Chapter 144 was made available to the library field in February, with additional opportunities to ask questions and provide feedback through the end of April. As a reminder, the writing of the regulations is the responsibility of the Office of Commonwealth Libraries.
- The **Ageing our Way PA** plan for enhancing the lives of all aging Pennsylvanians has been completed and shared. View the final plan and learn about implementation plans which involve libraries across the spectrum of implementation here: <https://www.aging.pa.gov/publications/MasterPlan/Pages/default.aspx>
- **Broadband**
 - The **Pennsylvania Broadband Development Authority** (PBDA) opened the application period for the Digital Connectivity Technology Program. Organizations apply to receive from **20-200 laptops**, shipped to your location with full warranties to manage. Eligible organizations must apply for this competitive grant and share their plans to increase digital literacy in areas of health, workforce, and education to be eligible. If you know people in your community who would benefit from

laptops, please consider applying. Full details are available [COVID-19 ARPA Digital Connectivity Technology Program - PA Department of Community & Economic Development](#). Think about plans for how your library, system, or district might consider an application.

- The National Telecommunications and Information Administration (NTIA) will be releasing the Notice of Funding Opportunity (NOFO) for the [Digital Equity Competitive Grant Program](#) before end of July. This program offers a large nationwide competition with grant awards between \$5-\$10 million and requires a minimum 10% match. The Digital Equity Competitive Grant Program's goal is to fund initiatives that will ensure communities across the Nation have the access and skills to fully participate in the digital world.

Bureau of Library Development (BLD) Report

Governor's Advisory Council Meeting

July 18, 2024

FEDERAL FUNDING/PROGRAMS

LSTA

Due to a delay in the federal budget, the IMLS provided a partial award of \$1,488,486 in February 2024. The remaining amount of \$4,403,333 was received in April 2024 for a total 2024 LSTA award of \$5,891,819 for projects that align with [Pennsylvania's 5-Year Plan](#) for library services.

- **Statewide Library Service Grants**

- FY 2024-25 applications for new *and* renewal Statewide Library Service Grants closed in May. Awarded renewal contracts are routing for signatures. *New* grant applications are still under review. Applicants can review their status in eGrants.
- A subgrant was awarded to PA Council on the Arts to administer Folk and Traditional Arts projects with local libraries.

- **Local Library Grants**

- FY 2024-25 applications for Local Library Grants on the topics listed below closed in May. The review process is complete and award information is routing for PDE approval.
 - Professional Development Mini-Grants
 - Excellent and Equitable Youth Services Collections
 - Sustaining Success for Family Place and Play & Grow Libraries

- **Youth Services**

- We are asking libraries to help us measure the extent of the reach of this year's PA One Book program with this year's selection of *Slug in Love* by Rachel Bright by completing the survey: <https://www.surveymonkey.com/r/PAOneBook2024LP>
- Pennsylvania Summer Library Program- The Summer 2024 Impact Report data collection will begin on Thursday, August 1 and will be open through Friday, September 20. A link to the Summer 2024 Impact Report will be announced via the Compendium on Thursday, August 1.
 - The purpose of the Pennsylvania Summer Library Program Impact Report is to
 - Document and communicate the difference libraries make in their communities during the Summer.
 - Select interview candidates for the Pennsylvania Summer Library Program 2025 Showcase on the PA Library Staff Academy.
 - Celebrate the equity, belonging, and inclusion-focused efforts of libraries for and with communities.
 - A [recorded information session](#) that outlines changes and provides clarity is available on the Pennsylvania Library Staff Academy.
- The 2024 Play & Grow cohort wrapped up training in May. Eighteen Pennsylvania public libraries successfully completed the 12-hours of coursework and are now planning and implementing infant and toddler activities that develop the whole child, creating a Play and Grow space for families in their library, and ensuring their collection has materials for children birth to five, as well as the adults in their lives. Two additional cohorts will be offered in the next months; watch the Compendium for updates.

- **Operations and Relationships**

- A Steering Team is in development for creating model policies and procedures for libraries to utilize locally in their own policy and procedure development. Teamwork will begin in the coming months with creating a charter, designing a process and rubric for creating

these model documents, and drafting model policies and procedures. If libraries need a model policy or procedure, complete this form <https://forms.office.com/g/CPJBet6bpw> and the Steering Team will add it to the list.

- OCL is partnering with [PA Humanities](#) on a pilot project for libraries, funded by the IMLS and focused on community engagement and the 250th anniversary of the Declaration of Independence. Training was held in June with another training to occur in August with a focus on the history of the Declaration of Independence and how libraries can effectively engage with their partners and community members in creating safe spaces for discussions. A toolkit is also in development and will provide libraries continue their work in connecting and engaging with their communities.
- **Professional Development**
 - We are excited to announce the purchase of a statewide subscription to [Homeless Library Academy by Ryan Dowd](#). This resource provides all Pennsylvania libraries with empathy focused de-escalation and conflict resolution training. The Homeless Library Academy programs can be easily accessed through your [PA Library Staff Academy](#) log-in, found in the category titled "Homeless Library Academy." We encourage libraries to share this resource widely with library staff, board members, and volunteers. Our ability to continue a statewide subscription relies on the robust use of this training platform.
 - New training and workshops are always being added to the PA Library Staff Academy, so please make sure to visit often to check for new content.
 - Bookmark the following sites and refer to them frequently to stay up-to-date on workshops and webinars that may be of interest.
 - [PA Library Staff Academy](#)
 - [Pennsylvania Library Association](#)
 - [WebJunction](#)
 - BLD received great feedback about the AI workshops that were hosted a few months ago. We're working on securing a third program on AI Ethics. Keep an eye on the Compendium in the coming weeks for more information and a registration link for that.
 - To ensure OCL is investing in statewide training that is relevant to the needs of the library community, a [Professional Development Recommendations](#) form is available.

STATE FUNDING/PROGRAMS

Regulations, Policy, and Guidelines

Proposed changes to existing library regulations have been drafted and are under final PDE review. The BLD work group continues to meet to pull together the relevant supporting material. We initially expected to submit the regulatory package to IRRC by July, but we've decided to wait until the newly general assembly has convened and new committees are established to avoid interruptions in the process.

State Aid

- A State Aid Q&A hour is held every Thursday at 11am. The meeting link is available by logging into LibPAS.
- The [Public Library Directory](#) is live and accessible to the public. We continue to ask libraries to review their listings and if any information needs to be updated, [visit the homepage of LibPAS](#) and select the Library and Organization Update Form - Office of Commonwealth Libraries box.
- An update form is also available if there are changes in the director position, whether a new person in a role or someone leaves the role, we ask that libraries complete [the form](#) to provide the update to OCL.
- The District Library Center Report opened Wednesday, July 10, 2024 and will close on Wednesday, August 28, 2024.

- State Aid Library Subsidy Application (SALSA) also opened on Wednesday, July 10, 2024 and will close on Wednesday, August 28, 2024. Plans for the Use of State Aid are anticipated to open at the end of September.

Keystone Grants for Public Library Facilities

- The Keystone Grants for Public Library Facilities 2025 application will open on July 15, 2024. Applications must be submitted by 12 noon on Thursday, October 17, 2024. Awarded projects will be completed between April 1, 2025-September 30, 2026.

OPERATIONS/PERSONNEL

The rebuilding of the BLD team is nearly complete.

- Administration & Data Unit
 - Administrative Assistant – Lilian Uzokwe started July 15, 2024.
 - Education Administration Specialist – Interviews are complete, and a candidate will soon be selected.
- One vacant position remaining – Assistant Director

The Compendium (compendium.ocl-pa.org) is BLD's primary communication channel. Please subscribe to ensure you receive the most up-to-date information.

To contact us, please refer to the [BLD LibGuide](#).

GAC, Bureau of State Library Report
July 18, 2024 Meeting

PUBLIC SERVICE

Since April, the State Library has held 36 programs, both virtual and in-person. From the Grand Reopening Day to the Fiber Arts and Dungeons and Dragons clubs, from Lunch and Learn presentations on Women in Punk Rock to Violet Oakley, from tours for fellow librarians, commonwealth agencies and Legislators, from presentations for genealogists, lawyers, art librarians, and National History Day student researchers, the State Library staff has been busy, with attendance at these events reaching 723 adults and 68 children.

National History Day Camp, conducted by St. Margret Mary Catholic Middle School, brought us 10 young students to start their journey into research for 2025 National History Day in May. The theme is “Rights and Responsibilities”. Kathy Hale was a judge at the state level competition at the University of Scranton in April. In 2024, National History Day celebrated 50 years. Various staff has been involved for over 15 years.

Tours continue to pour in to see our new space. Some are small groups of state employees and the public as well. One member of a tour requested to see the newspaper microfilm of what happened on their birthday in 2015. Other groups that visited were the librarians from Penn State University main campus and a group of employees from the department of Human Services.

Amy Woytovich went to speak at the local chapter of the Pennsylvania Mayflower Society, Susquehanna Chapter in Enola. She spoke of the materials that the State Library has for genealogical research. The library has a set of reference books that show the first five generations of families that first landed at Plymouth Rock.

The privacy computer tables were delivered and deployed in the main reading room. When possible, more computers will be purchased when funding becomes available.

STEMlab

The State Library of Pennsylvania STEMlab announces the offering of a full lending library of STEM resources for public and school libraries.

Library staff across the commonwealth of Pennsylvania can place requests to borrow kits, books, and materials that can be used to present STEM powered library programs for children or adults.

Examples of these materials include Lego and other robotics sets, windmills, balsa racers, single board computers (SBCs) like Arduino and Raspberry Pi, and many others. In addition, the STEMLab contains both STEM-based children's books and curriculum/activity titles, which also circulate. These materials are ready for your library to borrow and plan for a literacy-based STEM program.

To see the STEM resources available to your library, use the Discovery Collections tab at the State Library catalog at https://sshelco-primo.hosted.exlibrisgroup.com/primo-explore/search?vid=STLIBPA&sortby=rank&lang=en_US , or go directly to the STEMLab Collection at https://sshelco-primo.hosted.exlibrisgroup.com/primo-explore/collectionDiscovery?vid=STLIBPA&collectionId=81213662470003572&lang=en_US

When you find items you would like to borrow for a six week lending period, request the materials by sending an email to RA-ILL@pa.gov and include information about the item(s), how many copies you will need, the dates you would like to borrow the items for, and your library's contact information. State Library staff can prepare a shipment for you to sample and learn the material and/or use it in your program.

The STEMLab continues to offer training and programs on STEM topics for Pennsylvanians and for library staff. The training includes train-the-trainer models, information and practice with materials available for borrow, and topical bimonthly sessions. In addition, STEMLab library personnel will accept requests to arrange virtual or onsite library staff training, team building, and resources for staff to develop in depth STEM knowledge.

Refer to the PA Library Staff Academy to find past and future recorded trainings. Most trainings conducted by or under the auspices of the STEMLab are recorded and shared there. You can also find the resources and trainings linked on the STEMLab Libguide. Topics range from biofuels to DNA to math for kids. Look for new topics to be added frequently.

The STEMLab supports library training and programming needs at no cost to your local library. Contact STEMLab staff for assistance with programs and other questions, at RA-EDMAKERSPACE@pa.gov.

DIGITAL COLLECTIONS

The Digital Collections Department has uploaded about 20 books to Internet Archive. In collaboration with the Rare Collection Library our bound copies of the newspaper *Pennsylvania Gazette* have been digitized and once all metadata work has been completed will be hosted in the [State Library Online Digital Collections](#) for free digital access to all.

Submitted 7/15/2024

Sarah Greene, Director State Library

OCL Assessment of Collective Impact

Governor's Advisory Council on Library Development
July 18, 2024

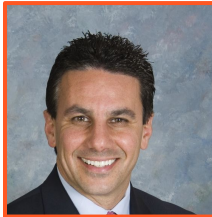
Introduction to the team



Hadass Sheffer
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Annette Mattei
Co-Lead
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James Lee
Polling Consultant
Susquehanna Polling and
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Victoria McCallum
Na'atoria Marketing &
Design Solutions

OCL Assessment of Collective Impact in the Library Ecosystem

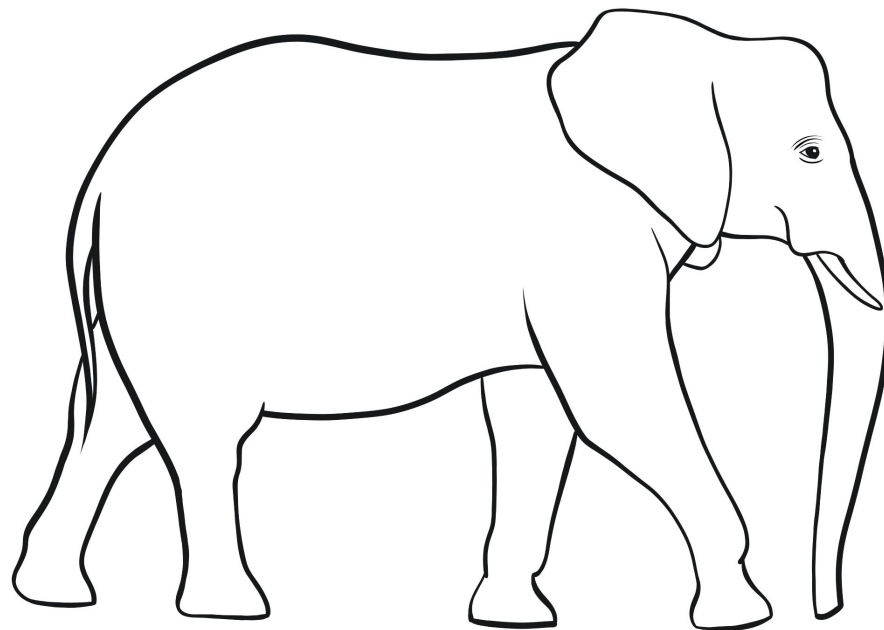
The role of public libraries within their communities is evolving.

OCL wants to understand the needs and expectations of Pennsylvanians for public libraries to ensure that we are creating a path for strong libraries. This requires listening to and dialoguing with people at the local, county, and state levels. Through this assessment we seek to:

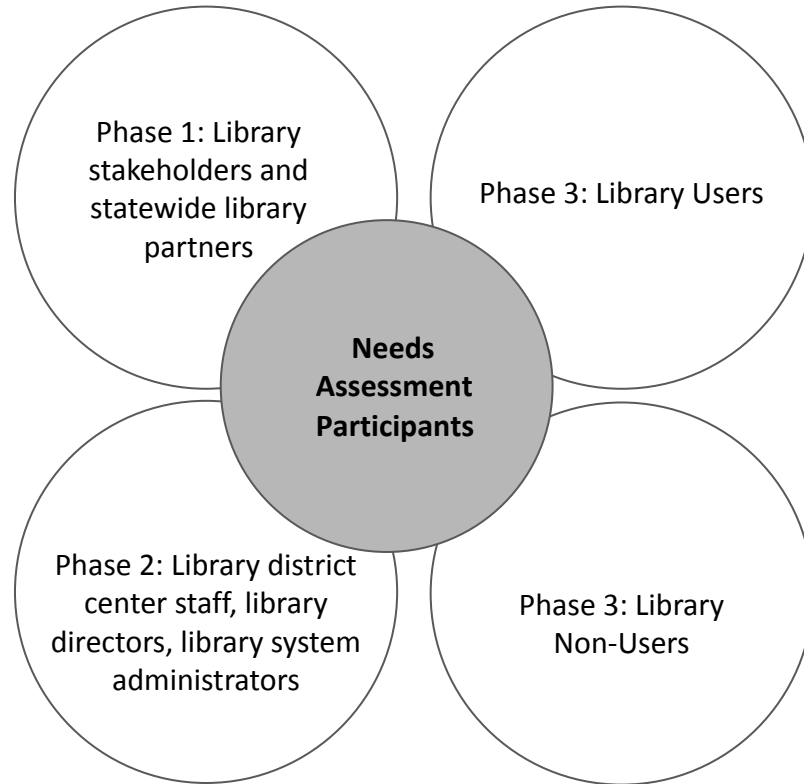
- a. Identify specific library user and non-user needs today and into the future.
- b. Identify opportunities for libraries to help contribute to the goals of a healthy and successful Pennsylvania.
- c. Increase statewide awareness that libraries are a foundation of the education ecosystem in Pennsylvania.
- d. Identify the most essential and accessible methods needed for delivering resources throughout Pennsylvania.
- e. Reimagine how data and information can be commonly accessed and shared at the state and local level to establish and support shared goals and provide evaluative data on outcomes and impacts.

Collective impact is a network of community members, organizations, and institutions advancing a goal by learning together, aligning, and integrating their actions to achieve systems level change.

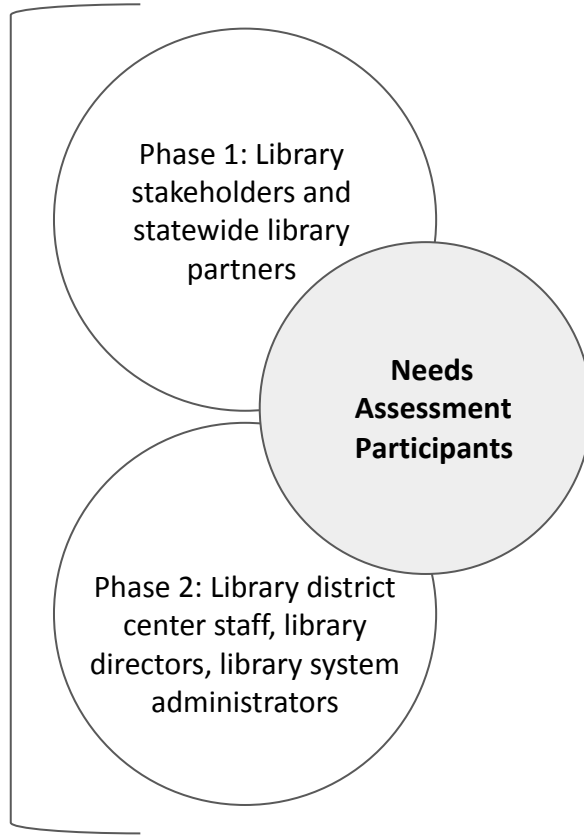
The Elephant

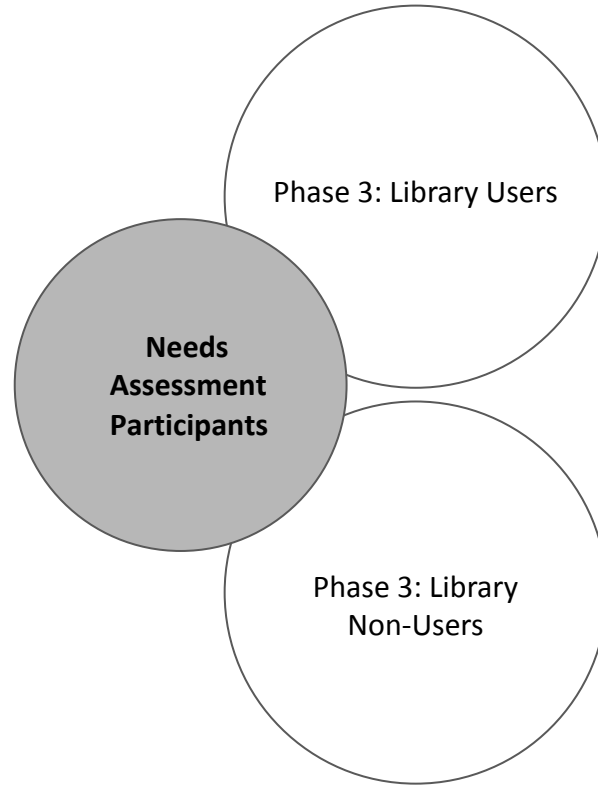


Ecosystem



1. Listening sessions
2. Surveying

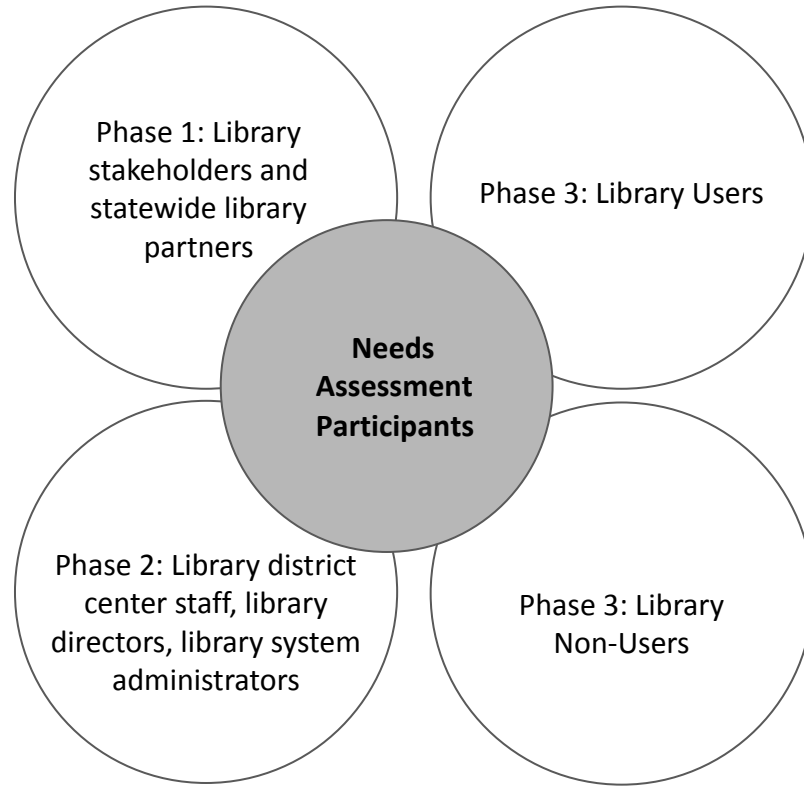




1. Poll
2. Focus groups
3. Surveying

1. Poll
2. Focus groups
3. Secondary research

Ecosystem



The Collective Impact Steering Committee

ROLE OF THE STEERING COMMITTEE

To guide the project, OCL and its consulting partner are forming a Steering Committee. The Steering Committee will have three primary charges: (1) advise the project team on the project approach, (2) help interpret research findings, including sharing outside research that provides important context, (3) review final drafts, and (4) advocate for the project's findings during and after completion. Experience with Collective Impact work is appreciated but not required.

EXPECTATIONS AND LEVEL OF COMMITMENT

- Participate in seven virtual meetings, each no longer than 90 minutes, over a 13-month period (July 2024 through August 2025)
- Review materials prior to meetings and periodically between meetings (about 30-60 minutes per meeting).
- Be willing to share knowledge, ask probing questions, and think creatively and collaboratively with other members and project staff.
- Be willing to introduce additional members if/as the committee expands later in the project
- Be willing to represent parts of the work at relevant times to wider circles of influence and audiences

Questions?

Our Ask: Volunteers for the Steering Committee

Thank you!

Contact us: Hadass@BlueWillow.LLC

PA ASSESSMENT OF COLLECTIVE IMPACT | A Project of the Office of Commonwealth Libraries

PROJECT BACKGROUND

The role of libraries within their communities throughout Pennsylvania is evolving. To effectively serve all Pennsylvanians, it is crucial to understand the needs and expectations of Pennsylvania residents so that libraries can be prepared to address emerging needs and future developments. The Office of Commonwealth Libraries (OCL) is leading a statewide needs assessment of the role of libraries using a collective impact approach representing the views of individual Pennsylvanians, library leaders and staff, and other stakeholders. The outcomes of this assessment will serve as a foundation for OCL's efforts over the next five years or more in supporting library development and ensuring the provision of equitable library services for all Pennsylvanians. A Steering Committee will provide guidance and expertise to the project leadership and consulting partner.

PROJECT OBJECTIVES

- (1) Understand the needs and expectations at the local, county, and state levels to ensure strong libraries.
- (2) Identify specific library user and non-user needs today and into the future.
- (3) Identify opportunities for libraries to help contribute to the goals of a healthy and successful Pennsylvania.
- (4) Increase statewide awareness that libraries are a foundation of the education ecosystem in Pennsylvania.
- (5) Identify the most essential and accessible methods needed for delivering resources throughout Pennsylvania.
- (6) Reimagine how data and information can be commonly accessed and shared at the state and local level to establish and support shared goals and provide evaluative data on outcomes and impacts.

PROJECT APPROACH

This assessment uses a collective impact framework, whereby stakeholders will share and learn, distill identified needs and expectations, align them, and integrate the collected knowledge to inform the assessment outcomes. OCL seeks to collect relevant data from national, statewide, and local stakeholders, partners, and colleague agencies that share OCL's goals and service targets, and crucially - library users and non-users. The project is designed with a phased approach:

- | | |
|---------|--|
| Phase 1 | Surveying key stakeholders and statewide library partners. |
| Phase 2 | Surveying library directors and staff. |
| Phase 3 | Surveying and focus groups with library users as well as Pennsylvanians who are not known to be library users. |
| Phase 4 | Response planning, including synthesis of non-user secondary research. |

ROLE OF THE STEERING COMMITTEE

To guide the project, OCL and its consulting partner are forming a Collective Impact Steering Committee. The Steering Committee will have three primary charges: (1) advise the project team on the project approach, (2) help interpret research findings, including sharing outside research that provides important context, (3) review final drafts, and (4) advocate for the project's findings during and after completion. Experience with Collective Impact work is appreciated but not required.

EXPECTATIONS AND LEVEL OF COMMITMENT

- Participate in seven virtual meetings, each no longer than 90 minutes, over a 13-month period (July 2024 through August 2025)
- Review materials prior to meetings and periodically between meetings (about 30-60 minutes per meeting).
- Be willing to share knowledge, ask probing questions, and think creatively and collaboratively with other members and project staff.
- Be willing to introduce additional members if/as the committee expands later in the project
- Be willing to represent parts of the work at relevant times to wider circles of influence and audiences

BENEFITS TO COMMITTEE MEMBERS

- Recognition of participation in a state-wide project with national implications.
- Insight into practices across the state.
- Networking opportunities with other high-level officials and executives within and across sectors.

COMMITTEE MEETING TIMELINE

The Steering Committee will meet seven times over the duration of the project period. The seven meetings of the Steering Committee are timed to coincide with key milestones. A final schedule of meeting dates will be set and shared with the Steering Committee once the full committee has been formed.

Mtg #1 Kick-Off	Wednesday, July 31, 2024
Mtg #2 Phase 1 & 2	August 2024 (Date TBD)
Mtg #3 Phase 1 & 2	November 2024(Date TBD)
Mtg #4 Phase 3	January 2024(Date TBD)
Mtg #5 Phase 3	May 2024(Date TBD)
Mtg #6 Phase 4	July 2025(Date TBD)
Mtg #7 Project Closeout	August 2025(Date TBD)

PROJECT CONTACT INFORMATION

For more information or questions, contact Hadass Sheffer, Project Lead, of Blue Willow Consulting LLC: hadass@bluwillow.llc

**BYLAWS
PENNSYLVANIA GOVERNOR'S ADVISORY COUNCIL
ON LIBRARY DEVELOPMENT**

ARTICLE I - NAME

The Pennsylvania Governor's Advisory Council on Library Development is the name of this organization, hereinafter referred to as the Council.

ARTICLE II - PURPOSE

Section 1: Statute.

The purpose of the Council is to carry out the duties under statutory authority assigned to the Advisory Council on Library Development; in compliance with The Public Library Code, the Act of June 14, 1961, P.L. 324, as amended, and P.L. 210 section 9312 November 2012.

- Advise the Governor and the Secretary of Education with regard to the appointment of the Deputy Secretary of Education, Commissioner for Libraries, State Librarian; hereinafter referred to as State Librarian.
- Advise and make recommendations to the Governor, the Secretary of Education, and the State Librarian regarding the general policies and operations of the State Library and the State system of aid to libraries.
- Constitute a board of appeal regarding disputes arising from decisions of the State Librarian which affect the amount of a library's State aid or a library's eligibility for State aid. In any such appeal, the ex-officio members of the council shall not have voting rights, and a majority of the members of the Council shall determine the outcome of the appeal.
- Assist in increasing public understanding of and formulating plans for furthering the purposes of Education Code (24 PA. C.S.) Chapter 93 of The Public Library Code.
- Promulgate rules and regulations for the approval of plans for the use of State funds and for the process and procedure to appeal funding and eligibility decisions.
- Approve or disapprove the library district service areas which are recommended by the State Librarian.

Section 2: Advocacy.

The Council encourages the strengthening of libraries through legislative and community advocacy efforts that:

- inspire increased library usage for literacy and lifelong learning.
- ensure the recruitment of professional librarians and support equitable salaries and benefits for library staff.
- acknowledge the need for adequate local and state funding.
- support a public policy environment that values libraries as key community partners and recognizes libraries as pillars of democracy, equity, diversity, and inclusion.

ARTICLE III - MEMBERSHIP AND TERM OF OFFICE

Section 1: Members.

The Council is inclusive in its makeup and provides a broad representation of the statewide library community.

1. The GAC shall consist of twelve (12) members appointed by the Governor to the Advisory Council on Library Development. In accordance with The Public Library Code, Council includes:
 - a. six (6) professional librarians;
 - b. three (3) trustees of local libraries; and
 - c. three (3) laypersons.
2. Ex-officio Members
The Secretary of Education and the State Librarian shall be ex officio members of the Advisory Council. Ex-officio members shall serve without a vote.
3. Definitions
 - a. Professional librarian: one who has a college degree in addition to one or more academic years of professional library education (*24 Pa.C.S. Chapter 93 - relating to Public Library Code*). A professional librarian shall be employed in the following library fields: academic, public, school, and special.

- b. Trustee of local library or library system: one who sits on the governing board of a public library or library system which has legal fiduciary responsibility and makes library policy.
- c. Layperson: one who is not employed in the library profession and has a meaningful connection to library services.

Section 2: Term of Office.

- 1. Each member of the advisory council shall serve a term of four years, from the third Tuesday of January of the year in which the member takes office.
- 2. The Council Chair has the authority to recommend appointments.
- 3. If a trustee member no longer meets the member category definition under which they were appointed, they may complete their term and apply for one additional appointment following the expiration of their local board position. However, they are no longer eligible for reappointment under that member type.
- 4. A member is eligible for reappointment and shall serve until a successor has been appointed and is qualified.

Section 3: Vacancies.

Should a member vacancy occur, the Office of Commonwealth Libraries notifies the appropriate agency within the Governor’s Office within 60 days; then submits Letters of Request for appointment and resumes from candidates to the Secretary of Education. The Secretary recommends the appointment package to the Governor’s Office. The Governor makes the appointment.

Any vacancy on the Council occurring before the expiration of a term shall be filled by appointment. Such appointments shall serve until that term expires. At the conclusion of the term, the Chair may recommend reappointment.

Section 4: Attendance.

- 1. Regular Meetings - Members are expected to attend scheduled Council meetings.
 - a. The Chair may excuse any member who requests an absence.
 - i. Members of the Council shall have no more than one (1) excused absence per year.
 - ii. Excused absences include but are not limited to the following: a family emergency, illness of a member/family, or safety concerns.
 - iii. The Chair may exercise judgment in accepting absences or partial absences to cover unanticipated scenarios.
 - b. The Chair may deem a request for an absence as unexcused.
 - i. Members of the Council shall have no more than one (1) unexcused absence per year.
 - ii. Unexcused absences include those in which the member fails to notify the Chair in a timely manner.
 - iii. Partial attendance (e.g. arriving late or leaving early) is a partial unexcused absence. Two (2) such instances result in a full absence.
- 2. Committee Meetings - Members are expected to attend scheduled Committee meetings.
 - a. The Committee Chair may excuse any member who requires an absence.
 - b. Excessive absences will be reported to the Council Chair.
- 3. Library Community Activities - Members are expected to take an interest and participate in local and state library activities.

Section 5: Removal.

- 1. If a member does not act in accordance with the Bylaws of the Council and professional standards, the member will be asked to resign.

Council adheres to the American Library Association Code of Ethics.

ARTICLE IV - MEETINGS

Section 1. Regular Meetings.

The Council shall meet at least four times a year at such times and places as it shall determine. Meeting announcements will follow the provisions of Act 84 of 1986 also known as the "Sunshine Law."

Section 2. Special Meetings.

Special meetings may be called by the Chair, five or more Council members, or the State Librarian for specific business. Notice for the special meeting shall be distributed in writing at least two weeks prior to the date of the

meeting. Action taken at a special meeting where a quorum does not exist must be confirmed at the next regularly scheduled meeting.

Section 3. Open Meetings.

All meetings of the Council at which formal actions are taken shall be open to the public except as provided by law. At the discretion of the chair, members of the public who attend as observers may be invited to comment on matters before the Council.

Section 4a: Virtual Meetings. ~~Virtual Attendance Comment~~

Any Council meeting may be conducted solely by one or more means of remote communication through which all of the Council members may participate with each other during the meeting, if the number of Council members participating in the meeting would be sufficient to constitute a quorum.

Members are required to attend regular business meetings in person unless the scheduled meeting is only being held virtually or the request to attend virtually has been deemed a reasonable exception and approved in advance by the Chair.

Virtual participation in a meeting constitutes presence in person at the meeting.

Section 4b: Virtual Voting

Council activity that requires voting may occur either during a virtual meeting or through electronic technology.

Section 5: Committee Meetings.

The report of a committee's proceedings given to Council at its meetings shall be sufficient record of that committee's meeting.

Section 6: Quorum.

A simple majority of the members of Council shall constitute a quorum.

ARTICLE V - OFFICERS

Section 1. Chair.

The Governor shall designate one member of the Council as chairperson.

Section 2. Vice-Chair.

The Chair of the Council shall nominate a vice-chair to be confirmed by the Council to serve in the absence of the Chair or in the event of a vacancy in that office.

The appointment is for one year and is submitted to the Council for confirmation at the first meeting held during each calendar year.

ARTICLE VI - COMMITTEES

There shall be five standing committees of the Council.

Section 1. Executive Committee

The Executive Committee is composed of the Chair, the Vice-chair, one (1) Member-at-large, elected by the Council, and the State Librarian.

The committee shall have such powers as may be given it from time to time by the Council. It may act for the Council in certain matters when given that assignment. It shall meet periodically to plan and discuss strategy for Council activities, agendas, and to recommend appointees.

Section 2. Standing Committees

These committees are appointed annually by the Chair. Each committee shall be composed of three (3) members of Council and a member of the Office of Commonwealth Libraries staff. The State Librarian and the Chair of the GAC shall be ex-officio members of all committees.

1. **Bylaws** - The Committee researches past practices, proposes changes and updates to the bylaws in order to reflect Council's mission. Bylaws should be reviewed at least every two years or more frequently, if requested.
2. **Guidelines and Policies** – The Committee reviews existing guidelines and policies to determine continued relevance and accuracy. The Committee proposes new guidelines and policies in concert with the Office of Commonwealth Libraries.
3. ~~**Education and Advocacy** – The Committee educates the Council on library issues that may require action. The Committee follows up on legislation and regulatory actions that affect libraries and keeps Council informed of same. The Committee recommends advocacy for libraries with policy makers in the Department of Education, in the Governor's Office, and the General Assembly.~~
4. ~~**Communications** – The Committee promotes awareness of Council business and actions. The Committee communicates regularly with the library community, government officials, and the media.~~
3. **Library Relations** – The Committee educates and communicates with the Council on library issues, follows legislation and regulatory actions affecting libraries, and recommends advocacy with policy makers. Additionally, the Committee engages with libraries across Pennsylvania about council business by communicating regularly with the library community, government officials, and the media.
4. **Planning** – The Committee develops and proposes ideas for implementation of the strategic mission of Council through goals and objectives. The Committee reviews existing plans annually and makes recommendations for updates and revisions.

Section 3: Ad Hoc Committee

The Chair may create Ad hoc committees, as necessary. Council members may serve on an Ad hoc committee when appointed by the Chair. **Non-Council members may be invited to serve on ad hoc committees as needed.**

ARTICLE VII - FINANCIAL

Section 1: Expenses

Except for reimbursement for travel and other actual expenses incurred in the performance of duties, each member of the Council shall serve without compensation.

ARTICLE VIII - AMENDMENTS AND OPERATION OF COUNCIL

The Bylaws Committee will review these bylaws at least every two years and propose to Council such revisions as experience and changes in law indicate are appropriate. A two-thirds vote of the entire Council shall be required to amend these bylaws. Notice of the proposed amendment shall be given 30 days prior to the meeting at which such amendment is to be considered.

In situations not provided for in these bylaws or in statute, the latest edition of *Robert's Rules of Order* shall govern the actions of the GAC.

ARTICLE IX - CONFLICTS OF INTEREST

A conflict of interest may exist when the interests or activities of any Council member may be seen as competing with the interests or activities of Council or if the member derives financial or other material gain as a result of direct or indirect relationship involving Council activities. Members shall disclose any possible conflict of interest. No member shall vote at any Council or committee meeting on any matter in which he/she has a conflict of interest.

Guidelines Committee Report
Governor's Advisory Council on Library Development
Thursday, July 18, 2024.

There is not much to report from the Guidelines Committee. We continue to review the 2010 *Guidelines for Hours Open Standard*. Recent feedback from the field is being reviewed and in part will contribute to an updated version. The intent remains to present a guideline that recommends and supports best practices.

Respectfully submitted,

Becca Fetzner-Long

POWER LIBRARY REPORT TO THE GOVERNOR'S ADVISORY COUNCIL

Prepared by Hosting Solutions and Library Consulting

July 18, 2024

New E-Content

New e-content was ordered in June for inclusion in POWER Library. These primary source collections are permanently owned by the Office of Commonwealth Libraries, and will be available to all users, including those from academic institutions. Account setup is currently in process for:

- *Ebony Magazine Archive: 1945-2014*

This archive covers civil rights, education, entrepreneurship, and other social topics with an African-American focus. It includes more than 800 issues.

- *U.S. News & World Report Magazine Archive: 1926-1984*

This archive covers the magazine from the beginning of its three predecessor titles, and features a broad variety of topics in current events, politics and business, and is well known for its ranked lists of businesses and institutions. It includes 4,900 issues.

Chat with a Librarian

The Chat with a Librarian icon was updated and returned to the E-Resources List All page as a 'sticky' icon, meaning that the Chat icon will remain in view as users scroll the list of E-Resources. This keeps the option to connect with a librarian at the forefront of the user experience.

Fall Training

Dates are set for October where we will be providing training at:

- October 1st at Intermediate Unit 1 (Coal Center)
- October 2nd at Beaver Valley Intermediate Unit 7 (Monaca)
- October 3rd at Northwest Tri-County Intermediate Unit 5 (Edinboro)
- October 10th at Capital Area Intermediate Unit 15 (Enola)
- October 21st at BLaST Intermediate Unit 17 (Williamsport)
- October 22nd at Penn State DuBois (DuBois)
- October 23rd at Appalachia Intermediate Unit 8 (Altoona)
- October 29th at Carbon-Lehigh Intermediate Unit 21 (Schnecksville)
- October 30th at Lancaster-Lebanon Intermediate Unit 13 (Lancaster)
- October 31st at Crowne Plaza Philadelphia (King of Prussia)



Pennsylvania School Librarians Association

Governor's Advisory Council Report

Submitted by Sarah DeMaria, PSLA President

PSLA LSTA Grant Work

One Book One Association- *Louder Than Hunger* and *This Is a School* by John Schu

An asynchronous community forum paired with two zoom meetings, including one with the author, John Schu, made for over 100 participants to engage in discussion and community.

Revisiting Work That Matters

Two zoom meetings with Zindzi Cresswell to reflect on the four-part series from 2023 Work That Matters

Summer PD #1-Self-Paced Work That Matters

Four self-guided modules that support members to reconnect with their profession, realize their value, and understand their impact. Members are encouraged to embrace their abilities and think about how they communicate their relevance.

Summer PD #2- Scenario Planning

An introduction to scenario planning, a futures thinking and foresight tool, used by individuals and groups, to think about and have conversations about what the future might look like.

PSLA Special Recognitions

PSEA- May 17-18, 2024- NEW BUSINESS ITEM 19 ADOPTED 98%

Goal Area: Quality Education and Advocacy

PSEA will advocate for legislation that protects librarians and other educational personnel from facing criminal charges related to their professional responsibilities, including but not limited to curating and providing access to books and/or other educationally relevant materials.

PSLA President, Sarah DeMaria, was recognized in *Library Journal* as a 2024 Mover and Shaker in the area of “Ban Battler” for her advocacy efforts in intellectual freedom.

<https://www.libraryjournal.com/story/sarah-demaria-movers-shakers-2024-ban-battlers>

The Pennsylvania School Librarians Association is awarded the 2024 Gerald Hodges Intellectual Freedom Chapter Relations Award by the IFRT Coalition Building Committee. The committee was impressed by the PSLA Intellectual Freedom Task Group’s (IFTG) multifaceted contribution to intellectual freedom and critical support of library staff facing intimidation and pressure related to anti-censorship efforts



Pennsylvania School Librarians Association

Governor's Advisory Council Report

PSLA Advocacy Efforts

- PSLA was delighted to attend the State Library Reopening and have a table to network with many in the ecosystem of PA Libraries
- The advocacy committee worked with Representative Greg Scott on amending the language of HB2151.
- Bill Track 50 continues to monitor legislation that affects school libraries
- OneClick Politics Campaign for One School Librarian Per Building
- Committee members met Susan Banks and OCL representatives to begin drafting a new bill in the area of media and information literacy.
- Cathi Fuhrman attended the ALA Law for Library sessions in May and will work with PaLA and PSLA to present the information to the larger ecosystem of PA Libraries.

PSLA Committee Work

- Awards
 - Award Nominations are now open for Distinguished Service, Outstanding Pennsylvania Author/Illustrator, Outstanding PA School Library, PA School Library Innovators, and Outstanding PA School Library Paraprofessional
- Conference
 - The 2025 Conference will be held April 3-5 2025 at Bayfront Convention Center, Erie
 - The GAC meeting, Advisory Council Luncheon, and Open Forum will be held April 4, 2025.
- Communications
 - First Friday Communications
 - Monthly Spotlight Librarian social media takeover
- Operations
 - Inducted a full board for July 1, 2024
 - President- Sarah DeMaria
 - President-Elect- Samantha Hull
 - Vice President- Vickie Saltzer
 - Immediate Past-President- Leah Lindemann
 - Secretary- Elizabeth Henry
 - Treasurer- Sandra Rielly
 - Directors- Erin Bechdel, Catherine Horan, Caitlin Linsenmann, Michelle Nass
- Teaching & Learning
 - PSLA Lit Review- Committee reads and reviews hundreds of books each year and posts to their blog



Pennsylvania School Librarians Association Governor's Advisory Council Report

PSLA would like to thank the Governor's Advisory Council and the Office of Commonwealth Libraries for the continued support and guidance.