

Delaware Council On Libraries

Meeting Notes

Thursday, July 2, 2020, 10am online

COL Members Present: Kay Bowes, Diana Brown, Carol Fitzgerald, Kathy Graybeal, Ilona Holland, Margaret “Peg” Prouse, Mary Schwanky, Judy Taggart, Hilary Welliver

Guests: Beth Borene, Mary Brittingham, Gail Bruce, Patricia Crosby, Steve Davis, David Giglio, Katy Goff, Anne Hiller-Clark, Mary Catherine Hopkins, Kay Hudson, Alix Jefferson, Jean Kaufman, Sue Keefe, Jerry Keiser, Angelynn King, Julie Kirk, Kelly Kline, Beth Kloetzer, Catharine Kramer, Eric Kuhn, Cyndi Laird, Debra Lawhead, Theo Loppatto, Rachel Lynch, Kristine Mera, Alison Miller, John Monahan, Tanya Moye, Renee O’Donnell, Valerie O’Neal, Lea Rosell, Kevin Swed, Susan Upole, Jessica Webb, Catherine Wimberley

DDL Staff: Sheri Brown, Mark Businsky, Marie Cunningham, Sarena Deglin, Beth Emerson, Rose Harrison, Michelle Hughes, Stephanie Keough, Katie McDonough, Annie Norman, Jean Pepper, Alta Porterfield, Steffi Prigoff, Jane Tupin, Missy Williams

TOPIC	DISCUSSION	ACTION
Welcome Agenda Previous Meeting Notes Announcements		Meeting called to order by Kay Bowes. Judy Taggart moved to approve the June meeting notes, seconded by Peg Prouse, motion carried.
FY 2021 Budget State Aid spreadsheet	<p>The FY 2021 budget is identical to last year, with exception of Epilogue language in the Bond Bill, which now allows the state match in construction projects to be used for FF&E. Public Libraries will also receive the \$87,000 CARES Grant.</p> <p>Kathy Graybeal reported that the Sussex County budget remains flat as well. Several promotions were approved.</p> <p>Diana reported that the New Castle County budget remains the same as last year.</p>	<p>Carol Fitzgerald moved to approve the State Aid spreadsheet for FY 2021, seconded by Kathy Graybeal, motion carried.</p> <p>Contracts and CARES Grant paperwork will be sent to libraries later this month for review and signatures.</p>
State of Emergency (SoE) Reopening Planning Library Updates IMLS REALM study	<p>Diana reported success and positive feedback regarding curbside services.</p> <p>Staffing concerns discussed. Potential COVID exposures in all 3 counties are being addressed through testing. Libraries are exploring purchase and use of additional Chrome Books, in order to continue to expand services</p>	<p>DDL has applied for grants, to get money for additional library equipment. In addition, IT staff will be working with individual libraries to possibly redirect funds for PC replacement.</p>

	<p>while libraries are not fully opened to the public. Some libraries are distributing summer reading and craft kits for children.</p> <p>Kathy reported that in Sussex County, libraries are being considered ground zero for potential community spread.</p> <p>Because of concerns about fully opening the library doors, alternative ways to deliver essential services were discussed, including delivering services outside, and allowing patrons to check-out devices.</p> <p>It will also be important for individual libraries to consult with DDL and County IT staff, for consistent tech support and consistency for patrons.</p> <p>Libraries and new Construction projects should include development of outside space and should consider current COVID concerns and CDC recommendations in relation to design of public bathrooms.</p>	<p>Where possible, those funds could be used for purchasing equipment such as Chrome Books and/or mobile hotspots, which may be more useful at this time.</p>
<p>Pending Census/Library Service Areas – deferred until after 2020 Census results are released</p>		
<p>Public Comment (5 minutes for representatives of organizations, 3 minutes for individuals)</p>		
<p>Future meetings / events (subject to change)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Thursday, Sept 3, 10am – Construction Review and Prioritization <input type="checkbox"/> Thursday, October 1, 10am <input type="checkbox"/> Thursday, November 5, 10am, Return Day <input type="checkbox"/> Thursday, December 3, 10am 	<p>November meeting was confirmed</p>	

DLC Ground Rules: *Listen and keep an open mind...No sidebar conversations...Be mindful of different missions...Openness to change*
DLC Service Standards: Safety, Courtesy, Knowledge, Efficiency