

Minutes

District Advisory Council Meeting

August 9, 2007

Next meeting November 8, 2007

Members Present:

Diane Sadler, Bradford County Library  
Rick Miller, Berwick Public Library  
Alice Zaikoski, Berwick Public Library  
Kathleen Vellam, Public Library for Union County  
Diane Whitaker, Ross Library  
Germain Weaver, Ross Library  
Jeanne Williamson, Milton Public Library  
Shelby Kinsey, Blossburg Memorial Library (Potter-Tioga Library System)  
Tony Salvatori, Lycoming County Library System  
Barb McGary, Snyder County Libraries  
Anne Kruger, Office of Commonwealth Libraries  
Melanie Lambert, Sullivan County Library  
Tricia Ulmer, District Consultant  
Karen Temple, Development Consultant  
Janice Trapp, District Administrator  
Charles Ormsbee, Technology Trainer

Minutes approved for April meeting.

Nominations Committee presented nominations for Chair and VP. Melissa Rouse, Montgomery House Library Director for Chair and Pamela Ross, Director Snyder County Libraries for VP were put to group for approval by Kathleen Vellam. Motion carried. Still searching for Secretary.

Tricia Ulmer Update:

Tricia Ulmer presented two LSTA grant proposal ideas district staff are currently considering. LSTA 1 is for Every Child Ready to Read training and workshops at interested member libraries. LSTA 2 is for public access computing competency training for member library staff. Feedback was solicited regarding interest in projects. There was interest in both but significantly more interest in LSTA 1. Follow-up-The district is developing proposal for LSTA 1 and soliciting libraries in the district willing to participate if grant funded.

Tricia discussed Leaders in Libraries workshop coming up in September and the importance for every library to send representative. This leadership training was developed at University of Syracuse Leadership Institute.

Anne Kruger, Office of Commonwealth Libraries Update:

The Gates Hardware Grant administered by Palinet will require eligible libraries to submit formal commitment in October with target purchase of computers starting in January or February 2008. Libraries will be making decisions regarding specifications and where to purchase locally. Gates will not be involved.

HSLC is continuing to test Webfeat implementation with Power Library databases. Webfeat is a federated search engine which will allow searching of all databases at one time. HSLC will roll out in small increments statewide. Public libraries have the ability to purchase Webfeat express with 20% discount. This will enable local libraries to integrate their local holdings and locally purchased databases into a federated search interface.

Post Webfeat roll-out, Commonwealth Libraries will debut new Power Library promotional materials.

Trustee Institute handouts are now available on Office of Commonwealth Libraries website

<http://www.statelibrary.state.pa.us/libraries/cwp/view.asp?a=15&q=99788>.

Bonnie Young planning Leadership Workshop for consultants and system administrators for end of September.

Melissa Rouse requested that HSLC/Comm Lib notify the state when databases are dropped from Power Library.

Charles Ormsbee:

Charles conducted demonstration of Webfeat and the principal behind this future development for Power Library.

Jim Yoxheimer, Pinnacle Consulting:

Discussed common human resource questions and issues that have been prevalent in our district over the past year. Highlights include the following:

- It is a tight labor market and retention of quality employees should be priority.
- Libraries should provide due diligence in confidentiality of employee files. Keep them locked and select few should have key.
- Be sure to fill out I-9 and PA New Hire forms for new employees.
- What safety and security procedures do you have in place to ensure safety of staff and public?
- Libraries need to be aware that inconsistent application of policies and procedures open up library for lawsuits and also morale issues.
- Performance evaluations need to be common practice no matter how many staff members you have. Consistent feedback with goals and objectives and clear communication help with employee performance and retention.

Karen Temple Update:

Discussion of ROI study released by Commonwealth Libraries and how libraries are using the study to further advocacy initiatives. For example, library system sent out library cards to municipal offices and is now tracking usage. A problem with ROI is that it doesn't stress that private industry suffers when libraries aren't funded adequately. For example, Brodart, Janway and Larson Design Group all based in Williamsport area.

Karen also presented Power of Persuasion detailing how to best make the case to get what you need for your library.