



Delaware County Libraries
Board of Directors
MINUTES
Thursday, February 20, 6:30 p.m.

1. **Call to Order – 6:30pm by H. McGrane**
Present: J. Allen, V. Maroun, H. McGrane, J. Shulbank, K. Standen
Absent: I. Baines, J. Brangiel
2. **Public Comments on Agenda Items** - No Comments
3. **Strategic Plan update – Sheryl Trent, SBrand Solutions**
Trent provided a high-level overview of the updated strategic plan including the background and process. The six Key Focus Areas and six Strategic Goals were highlighted. The board requested a recurring agenda item under Old Business to update on plan progress.
4. **Minutes: December 19, 2024**
Motion to approve made and seconded by Standen, Shulbank; unanimous approval
5. **Communications & Announcements**
 - a. **Public notice of 2025 DCLB meeting schedule (Laepple)**
A legal notice was placed in the Delaware County Times advertising the 2025 DCLB meeting dates, time, and location for these meetings. A copy of the notice was included in the packet.
 - b. **Bingo license renewed (Laepple)**
The Library Foundation for Delaware County purchased a Bingo License that covers all member libraries. The license is valid through January 19, 2026. The license on the staff website as needed.
6. **Financial Report: January 2025**
Motion to approve made and seconded by Standen, Shulbank; unanimous approval
7. **Administrator's Report**
 - a. **State Aid distribution (Laepple)**
State Aid in the amount of \$2,474,117.95 was received by Delaware County on January 6, 2025 and checks were distributed to eligible member libraries on January 31. Checks for libraries that have not submitted the 2023 audit/financial are being held and will be released as soon as the report is submitted.

b. 2024 annual report (Arthur)

The annual 2023 annual report opened on January 29 and is due no later than March 10 at 4pm. OCL offered trainings and is offering weekly virtual office hours. There is an information page on the DCL staff website and DCL staff are available to assist. Board presidents and treasurers were reminded they will need to sign the PA Public Library Data Survey Signature Page.

c. Resolution for the Request of a Waiver of District Aid Standards (Arthur)

OCL introduced a new process this year in which District Library Centers must show they are meeting DLC State Aid Standards and apply for a Waiver if they are not. DCL does not meet the Hours Open and Collection Size standards due to the OCL-approved structure of an administrative headquarters serving as the DLC instead of a public library. This is strictly a statutory requirement and there is no concern that the waiver will not be approved. The waiver application requires a board resolution and signature of officers.

Motion to approve Resolution for the Request of Waiver of District Aid Standards made and seconded by McGrane, Standen; unanimous approval

8. Committee Reports

a. Nominating Committee (Standen)

Nominating Committee submitted the follow slate of officers:

President – Helen Grommell-McGrane, Vice President – Jody Allen, Secretary – Jessica Brangiel, Treasurer – Virginia Maroun

9. New Business

a. Election of DCLB officers (McGrane)

Motion to approve proposed slate made and seconded by Shulbank, Maroun; unanimous approval

10. Old Business

a. System-Wide Evaluation Task Force (McGrane)

McGrane announced that the System-Wide Evaluation Task Force had it's first meeting on February 19, 2025, and anticipates a full report on group's work at the April DCLB meeting.

11. Public Comments

a. Pat Scanlon, Media-Upper Providence Free Library

Media-Upper Providence Free Library will host its 55th Anniversary Book Sale April 26-28 with 30,000 books and more. Special anniversary celebrations are being planned. Visit www.librarysalempl.org for details.

12. Adjourn

Motion to adjourn made and seconded by Shulbank, Standen; unanimous approval

Meeting adjourned at 7:03pm

Next Meeting: April 17, 6:30pm