



Delaware County Libraries

Board of Directors

MINUTES

December 18, 2025

6:30pm

1. Call Meeting to Order – 6:30pm by McGrane

Present: Jody Allen, Steve Mason Helen McGrane, Jenny Shulbank, Karen Standen, Ann Yurcaba

Absent: Jessica Brangiel

- a. McGrane welcomed newly appointed board members, Steve Mason and Ann Yurcaba

2. Special Guest: Abbey Lukiewski, Statewide Services Advisor, Office of Commonwealth Libraries

Lukiewski introduced herself and shared that she works with the 29 library Districts across the Commonwealth and is available as a support for the board. She assists District Library Centers with the District Negotiated Agreement process, all District reporting and waiver applications. She also works with the Statewide Resources Center, HSLC on PowerLibrary, and IDS (Interlibrary Delivery Service).

3. Public Comment on Agenda Items – No Comments

4. Minutes

- a. Approval of Minutes of the October 16, 2025, meeting of the DCLB made and seconded by Standen, Shulbank; unanimous approval

5. Communications & Announcements

a. Library Foundation of Delaware County update (Laepple)

Announcement that the Library Foundation of Delaware County is in the process of transitioning to a donor advised fund are the Foundation for Delaware County. This will primarily be an administrative change and the LFDC image will largely be unchanged for libraries and community members.

b. Continuing Education Day wrap up (Laepple)

The 2025 Continuing Education Day was held on Friday, December 5, at Neumann University. There were attendees from all 26 libraries with about 150 participants. Nancy Martin gave a keynote talk called “The Positive Power of No” and then attendees selected 4 of 16 different breakout session offerings. Libraries also had the opportunity to highlight what’s happening at their location through a poster session. Evaluations were overwhelmingly positive with many mentioning the value of gathering with their colleagues from across the county.

c. Professional Development Opportunities (Laepple)

i. Frontline Online, February 4, 2026

The Pennsylvania Library Association is offering the all-virtual Frontline Online conference again in 2026. Trainings will focus on topics of interest to frontline staff and there are individual and group viewing options available.

ii. Library Friends and Trustee Institute, March 7, 2026

The Pennsylvania Library Association and Pennsylvania Citizens for Better Libraries are teaming up to offer another all-virtual conference option for professional development. There are individual and group viewing options available.

6. Financial Report

- a. Motion to accept Financial Report, November 30, 2025 made and seconded by Allen, Shulbank; unanimous approval

7. Administrator’s Report (Laepple)

a. 2026 Budgets

The Delaware County 2026 budget was approved by Council on December 10, 2026, and includes a modest increase for Library Services which is due primarily to increased costs for databases. County Aid will remain at \$100,000. County funds will continue to support Libby content purchases, postage, the network, copying and printing, gas and maintenance of delivery vehicles, office overhead, etc.

The Public Library Subsidy line of the state budget saw a \$5 million increase. All categories of aid will increase just over 7%. Library directors received updated projected State Aid amounts. DCL anticipates it will

receive the State Aid distribution on or around January 5, 2026, and will immediately request checks be cut in the next County check run.

Per the District Negotiated Agreement's contingency clause, the added District funds will go towards digital resources, primarily Libby content.

Additional System State Aid funds will cover increases to contracted services like our ILS and network, as well as additional funding for Libby content.

b. 2026 Contracts

At the December 10, 2025, County Council meeting, Council approved contracts to continue services with Newsbank, Consumer Reports, Novelist, and Overdrive. Additionally, processed through Central purchasing were agreements to continue services with A-to-Z Database, Ancestry and Heritage Quest, Weiss Financial, Mobile Beacon (hotspots), McNaughton (leased books), Envisionware (public computer management), and Springshare (public program calendar).

c. Strategic Plan & System Evaluation updates

The implementation of PINs for library accounts to enhance data security, was completed in November which was part of Strategic Goal #3, Support the use and promotion of resources – ensure the ILS and related systems are meeting the needs of all users including staff and patrons.

The other main focus continues to be the DCL Legislative Breakfast scheduled for March 6. The Awards Subcommittee has met and selected award winners in the 3 categories – Public Official, Citizen, and Library Workers. The Education Subcommittee has also put out a request to each library to provide stories, data, and images for use in an impact report that will be shared at the event. The publicity subcommittee will be working on the invitation and invite list soon.

8. Committee Reports (McGrane) – No Committee Reports

9. New Business

a. Nomination Committee for 2026 DCLB officers (McGrane)

Call for a Nomination Committee to put together a slate of officers to be elected at the February 2026 meeting. McGrane, Allen, and Shulbank volunteered.

10. Old Business

a. Follow up – final 2025 State Aid distributions (Laepple)

Folcroft Library was not able to meet the December 5 extended deadline to submit a 2023 audit, so as authorized by the board at the October meeting, DCL distributed the State Aid funds originally allocated to GL and FO to the remaining eligible. One library declined the additional funds and another accepted only up to \$49,999 of total State Aid funds. The County Aid funds originally allocated to Folcroft were also distributed among the remaining eligible libraries. Both distributions were scheduled in the December 19 County check run. Eligible libraries will receive checks via USPS soon after.

11. Public Comment

Lisa Maffei Hahn, Ridley Township Public Library, invites everyone to the upcoming gift-wrapping parties on December 22 and 23 at 11am, Holiday Cookies Swap December 22 at 6:30pm, and Regifting Swap on January 12 at 6:30pm. She also shared that prom dresses are being collected through February for the Annual Prom Dress Giveaway.

McGrane read a comment/question emailed by Lucy Fowler Glasson, Helen Kate Furness Free Library, regarding the challenges the library has faced getting new books with the closure of Baker & Taylor. She asked if there are ways the system can work together moving forward. Laepple suggested reading the article in the *Philadelphia Inquirer* regarding this issue for additional background and shared that it seems that order fulfillment is smoothing out to some degree, but so many libraries were moving to new vendors that there was a backlog in onboarding. Laepple and McGrane encouraged member libraries to take this opportunity to look into additional collaboration opportunities.

Laepple thanked Karen Sacco, DCL Interlibrary Loan Coordinator, for her years of service and wished her well in retirement. Karen's last day at DCL is December 31, 2025.

12. Adjourn (McGrane)

Motion to adjourn made and seconded by Shulbank, Allen; unanimous approval
Meeting adjourned at 7:11pm

13. Next Meeting: February 19, 2026