



The Reading Library District

**Presented by: Stephanie D. Williams, MSLS
District Consultant**

**Presentation during the August 18, 2021 System Advisory Board
Meeting, Berks County Public Libraries**

Tonight's presentation will:

- Provide information about the District Library Center's role and staff supporting it
- Provide information about the support available from the District Consultant
- Review District services provided during the past fiscal year
- Preview District services in development

What does it mean to be designated as the District Library Center?

- **“§ 9314. District library centers.**
 - (a) Designation.--With the approval of the advisory council, the State Librarian shall designate up to 30 libraries throughout this Commonwealth as district library centers which may include:**
 - (1) any local library;**
 - (2) any State college library;**
 - (3) the Pennsylvania State University Library; or**
 - (4) any privately supported college or university library which agrees to serve as a district library center.”**

What does it mean to be designated as the District Library Center?

“(b) Powers and duties.--A district library center may:

- (1) Coordinate the services of local libraries within the district library center system by contracting with a municipality or board of trustees or managers of a local library to become part of the system.**
- (2) Provide direct library service without charge to all residents of the district.**
- (3) Provide supplementary library services to all local libraries within the district.**
- (4) Exchange or provide services with other district library centers or contract for the provision of library services with other district library centers.”**

What does it mean to be designated as the District Library Center ?

- Reading Public Library's Board of Trustees has fiscal oversight of District Library Center funds
- Additional staff available to support libraries within the District:
 - District Library Youth Services Coordinator, Marissa Guidara*
 - Polaris Systems Administrator, Mike Najarian*
 - Supervisor of Reference Services, Nathaniel Thomas
 - Interlibrary Loan (ILL) Librarian, Gloria Bush*
 - Circulation Manager, Troy Bowers
- * means these positions are funded through the District Negotiated Agreement (either partially or fully)

How do the District & System work together?

- District staff frequently collaborates with Berks County Public Libraries (BCPL) staff to provide:
 - **Trustee Orientation** sessions annually in the spring
 - **Monthly meetings** for both directors and youth services staff
 - **Interlibrary loan requests** from Oley Valley Community Library and Wyomissing Public Library patrons are fulfilled through the BCPL delivery system
 - BCPL staff currently participate on these **District Committees**:
 - Equity, Diversity and Inclusion
 - Home Delivery Service

What libraries are part of the Reading Library District?

- All member libraries of the Berks County Public Library System
- Oley Valley Community Library- state-aided now in 2021
- Wyomissing Public Library- has received state-aid for many years
- Reading Library District is part of the Lehigh Valley region, including these other districts: Allentown, Bethlehem, and Easton
- Other one county/one district/one system setups near us:
 - Lancaster (federated system with 17 library locations)
 - Lebanon (federated system with 6 library locations)

What is the District Negotiated Agreement?

- The District receives \$305,070 in District Aid from the state on a fiscal year basis (July 1, 2021-June 30, 2022)
- The District Negotiated Agreement Committee consists of four library directors, two consultants, the District Administrator, and System Administrator
- The Committee meets several times to make a recommendation to library directors to vote on the following:
 - Provision for District Services Agreement
 - District Aid Budget
- After directors vote and complete signature pages, it is submitted to the state for approval.

What is the District Negotiated Agreement?

- **Expense percentages in the 2021-2022 District Negotiated Agreement:**
 - **67% salaries and wages for District Development and District Resources staff (District Consultant, District Youth Services Consultant, ILL Librarian and Polaris Systems Administrator)**
 - **18% District Development: continuing education, programming/outreach services, professional membership dues**
 - **14% District Resources: Overdrive annual platform fee and content, Ancestry database, ValueLine database, Homeless Library training module in Niche Academy**
 - **1% Interlibrary Loan: OCLC annual subscription, shipping materials**

How can the District Consultant support my library?

Library policy
questions and
District Aid questions

Library board
governance and
District Library
Center board
questions

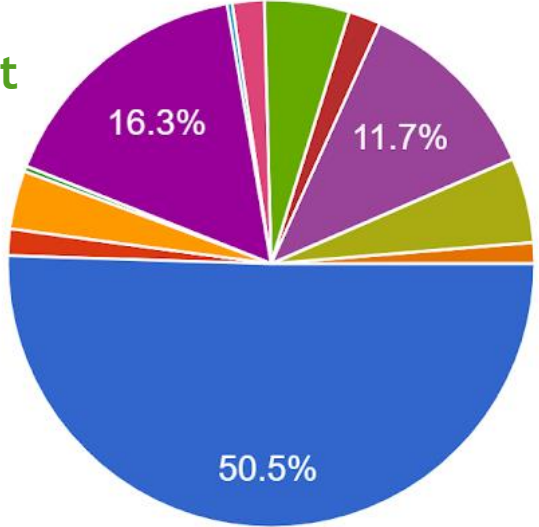
The PA Library Code
& Regulations and
annual report
questions

Liaison between your
library and Office of
Commonwealth
Libraries

How did the District Consultant support libraries during FY2020-2021?

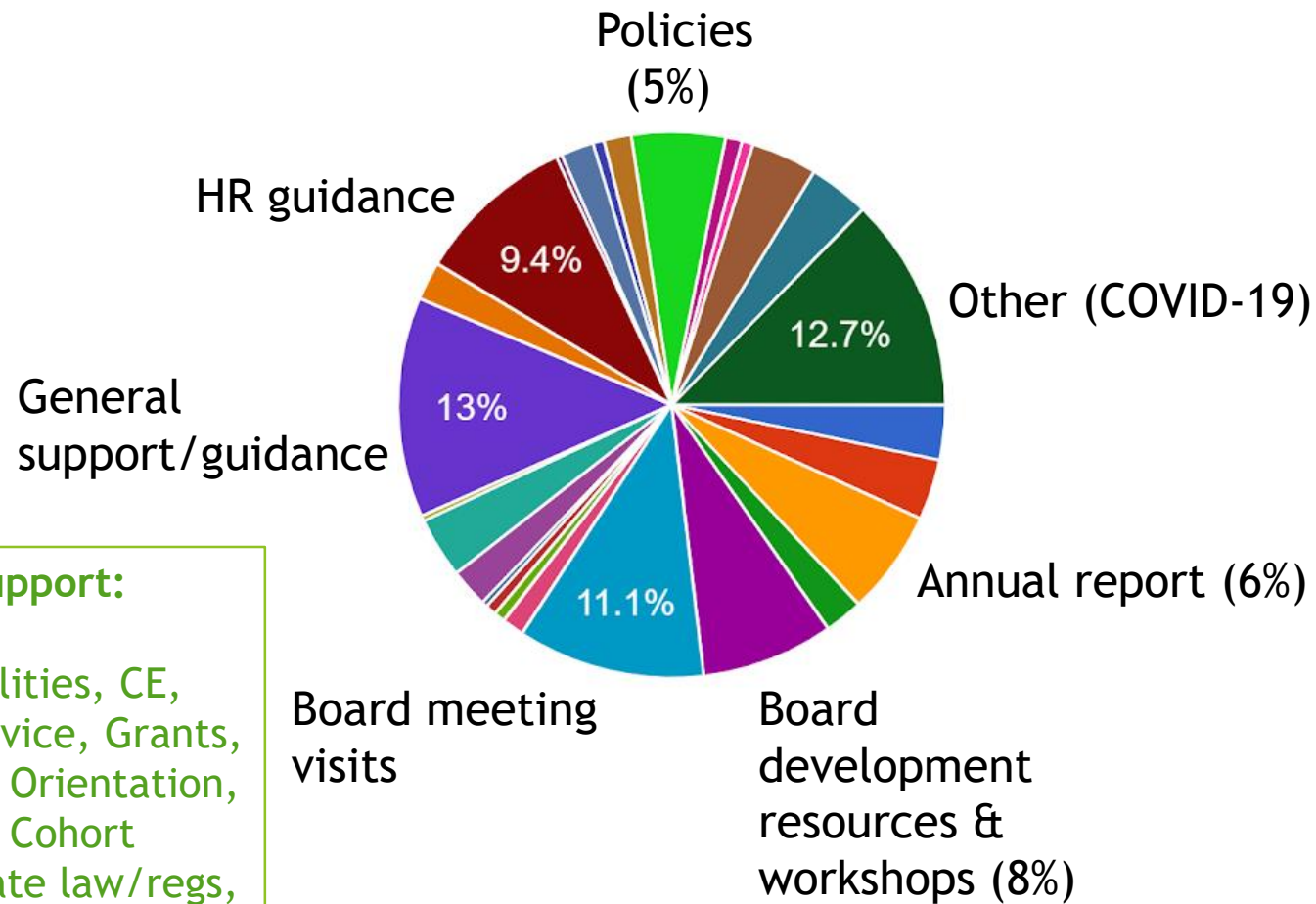
Admin/general support provided during a **field visit**

Admin/general support provided during a **workshop or meeting**



Admin/general support provided by **phone or email**

How did the District Consultant support libraries during FY2020-2021?



Additional support:
Accounting,
Building/Facilities, CE,
Customer Service, Grants,
New Director Orientation,
New Director Cohort
meetings, State law/regs,
Strategic Planning

The District Consultant does not provide:

- ▶ **Legal counsel-** your library's options are:
 - ▶ Contact your municipality's solicitor
 - ▶ Contact the District Consultant to submit your question to PANO's Help Desk. Legal consultation may be available to your library at a reduced rate due to the District's PANO membership.
- ▶ Liaison services between your library and your municipal leaders- YOU are the best person to advocate for your library!
- ▶ **Funding-** District Aid remains at Reading Public Library to be expended according to the Negotiated Agreement
- ▶ Any oversight of BCPL- District Library Centers are not responsible for overseeing library system operations

Additional resources available:

- Office of Commonwealth Libraries (OCL): <https://www.statelibrary.pa.gov/Libraries/Pages/default.aspx>
- Pennsylvania Library Association (PaLA): www.palibraries.org
- Leadership by Design publication (role of trustees): <https://drive.google.com/file/d/1f60OhedIFV41tEsDRqFH8gXjEMhL23zW/view>
- Trustee Resource List (books available to borrow): <https://drive.google.com/file/d/16bouojgWf6Cov2KVY9dqq5ewoaPZCWzD/view>

QUESTIONS???

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