

NEW CASTLE COUNTY
DEPARTMENT OF COMMUNITY SERVICES
LIBRARY ADVISORY AND REVIEW BOARD (LARB)
ANNUAL REPORT 2008

A. Members

The LARB consists of a chairperson and 12 members of which 6 members are representatives from various Friends groups. The Chair serves at the pleasure of the County Executive. The Chair and Members are appointed by the County Executive with the advice and consent of County Council. A list of members is attached.

B. Functions

The LARB shall advise the Department of Community Services by reviewing and making policy recommendations on such matters as local library needs; implementation of an effective library system; new and modified administrative policies; and other strategic planning and operational issues pertinent to the operation of the County's libraries.

C. Accomplishments

The Board met monthly and has actively engaged in their advisory role.

The Board established subcommittees to work with Department staff on the following initiatives:

- Review of library meeting room policy
- Establishment of standards for neighborhood libraries
- Creation of a fines and fees policy

The Board exercised due diligence in reviewing draft policies and approved a new meeting room policy and a comprehensive set of circulation policies governing the issuing of library cards and fines and fees.

The Board reviewed plans for county-wide library fund raising initiatives.

The Board requested that the General Manager discuss the Department's budget recommendations at the onset of the budget process and provided feedback on book budgets and library hours.

The Board advocated with Council for equity in library services to all county residents, and participated in a comprehensive county-wide effort to support library services.

The Board participated in public meetings for the Bear Library and Claymont Library needs assessments.

The Board discussed programming in the libraries and county-wide programs.

Recommendations to fill two existing Board vacancies were forwarded for consideration.

D. Challenges

The LARB would like to ensure the County's commitment to libraries given current financial challenges.

E. BY-LAW REVIEW

The LARB will review the by-laws as part of the agenda for 2010.