

**Paul G. Clark**  
County Executive



**Marcus A. Henry**  
General Manager

Department of Community Services

## Memorandum

**TO:** Paul G. Clark, County Executive  
Thomas Kovach, New Castle County Council President  
Members of New Castle County Council

**FROM:** Marcus A. Henry, General Manager *M.H.*  
Hope Cochran, Chair  
Members of New Castle County Library Advisory Board

**RE:** Library Advisory and Review Board Annual Report  
CY 2010

**DATE:** April 1, 2011

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Per New Castle County Ordinance No. 07-004 Amending *New Castle County Code* Chapter 2 to Require Annual Reports by County Boards and Commissions, attached please find the report of the Library Advisory and Review Board for calendar year 2010.

### Attachment

cc: Marcus Henry, General Manager, Dept. of Community Services  
Diana Brown, Community Services Manager, Dept. of Community Services

NEW CASTLE COUNTY  
DEPARTMENT OF COMMUNITY SERVICES  
LIBRARY ADVISORY AND REVIEW BOARD (LARB)  
ANNUAL REPORT 2010

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:

- Completion of the Contractual Libraries Subcommittee Report
- Revision of the LARB By-Laws
- Supported the development and completion of the Master Plan.

The Board exercised due diligence in reviewing Library Budget benchmarks based on designation of the library as a Community, Area, or Regional Library.

The Board reviewed plans for county-wide library fund raising initiatives for Annual Love Your Library Campaign.

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 meetings for the Capital Projects for Bear Library, Claymont Library and the Southern Library.

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

Recommendations to fill existing Board vacancies were forwarded for consideration.

Board members attended the Delaware Library Association Annual Conference and the Delaware Library Legislative day.

D. Challenges

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

E. BY-LAW REVIEW

The LARB is in the process of approving the revised by-laws.

**LIBRARY ADVISORY & REVIEW BOARD  
SUBCOMMITTEE TO COMMUNITY SERVICES BOARD**

Revised: 3/1/2011

**Chairperson**

**Hope Cochran**

1420 Bunker Hill Road  
Middletown, DE 19709

Appointed: 7/10/2007

Appointed: Resolution: 07-139

Term Expires: Serves at the Pleasure fo the County Executive

Home Phone: 376-0422

Work Phone: 530-5727

E-mail: [hopecochran@aol.com](mailto:hopecochran@aol.com)

**District 1/7**

Vacant

**District 2/8**

Vacant

**Distirct 3/9**

Eleanor Smith

708 Walnut Hill Road  
Hockessin, DE 19707

Appointed: 4/24/2007, 5/26/09

Appointing Resolution: 07-082, 09-087

Term Expires: 5/26/2012

Home Phone: 239-5480

E-mail: [elronsmith@verizon.net](mailto:elronsmith@verizon.net)

**Claymont Friends**

William Murray

1300 Hillside Blvd.

Wilmington, DE 19803

Appointed: 3/28/2006, 6/8/2010

Appointing Resolution: 06-064, 10-098

Term Expires: 6/8/2013

Home Phone: 764-8607

E-mail: [Bullwilm@aol.com](mailto:Bullwilm@aol.com)

**Woodlawn Friends**

Anne L. Hampton

629 Geddes Street

Wilmington, DE 19805

Appointed: 10/27/2009

Appointing Resolution: 09-169

Term Expires: 10/27/12

Home Phone: 658-9612

E-mail: [alhampton@aol.com](mailto:alhampton@aol.com)

**Kirkwood Friends**

Janet Villarreal

115 Pike Creek Road

Newark, DE 19711

Appointed: 4/23/2002, 1/24/2006

Appointing Resolution: 02-074,06-023, 10-157

Term Expires: 9/14/2013

Home Phone: 731-1867

E-mail: [jvillal@aol.com](mailto:jvillal@aol.com)

[jvillal@state.de.us](mailto:jvillal@state.de.us)

**District 4/10**

Vacant

**District 5/11**

Cheryl L. Rice-Moore  
226 Beck's Woods Drive  
Bear, DE 19701

Appointed: 7/8/2010

Term Expires: 6/8/2013

Home Phone: 832-1701

Cell Phone: 521-3450

E-mail: [cricemoore@msn.com](mailto:cricemoore@msn.com) (home)  
[bmanager@bethelwilmg.org](mailto:bmanager@bethelwilmg.org) (work)

**Newark Friends**

Sara Jane Spaulding  
5 Spring Water Way  
Newark, DE 19711

Appointed: 4/24/2007, 5/12/2009

Appointing Resol: 07-083, 09-076

Term Expires: 5/12/2012

Home Phone: 455-0257

E-mail: [sjs724@aol.com](mailto:sjs724@aol.com)

**District 6/12**

Barbara Garton Erskine  
13 Melody Drive, Melody Meadows  
Newark, DE 19702

Appointed: 7/8/2003, 3/27/2007, 7/28/2009

Appointing Resolution: 03-115, 07-062-09-124

Term Expires: 7/28/2012

Home Phone: 834-7722

E-mail; [Aerskine@verizon.net](mailto:Aerskine@verizon.net)

**Friends of NCC Southern Library**

Gail Gill  
205 Quail Hollow  
Middletown, DE 19709

Appointed: 7/10/2007, 2/16/2010

Appointing Resol: 07-140, 10-023

Term Expires: 2/9/2012

Home Phone: 376-0314

E-mail: [windygale72@verizon.net](mailto:windygale72@verizon.net)

**Contract Lib.Representative**

Cheryl A. Smith  
111 Rachel Drive  
Bear, DE 19701

Appointed: 9/22/2009

Appointing Resolution: 09-149

Term Expires: 9/22/2012

Home Phone: 834-0492

Cell: 584-0468

E-mail: [cheryl1813@verizon.net](mailto:cheryl1813@verizon.net)