Libraries Linking Idaho Steering Committee Meeting
May 24, 2007
9:00am – 4:00pm

Purpose: To collect and discuss ideas pertaining to the initiation, planning, and evaluation of Libraries Linking Idaho (LiLI) programs and services.

Meeting Leader: Gina Persichini
Recorder: Kelly Caldwell

Agenda:

What	Who	Time
Welcome, Introductions, Agenda Review		9:00 – 9:10
LiLI Unlimited - Recent Activity - Enrollment Update - Future Plans	Gina Persichini	9:10 – 9:40
Digital Audiobooks Update on recent activity	Gina Persichini, Subcommittee	9:40 – 10:10
Updates - Idaho Commission for Libraries - Steering Committee Membership	Ann Joslin Gina Persichini	10:10 – 10:40
Morning Break		10:40 – 11:05
Statewide Big Read Discussion of potential partnership	Mary DeWalt	11:05 – 11:45
Networking Lunch	All	11:45 – 12:45
Digitization Projects & ContentDM What projects are using the system?	Ann Joslin	12:45 – 1:15
Regional Updates	All	1:15 – 1:45
Afternoon Break		1:45 – 2:05
Automation & Small Libraries Discussion about options and future directions	All	2:05 – 2:35
Statewide coordinate of barcodes Discussion of benefits	All	2:35 – 3:00
Access for All Information Sharing	Sue Walker	3:00 – 3:15
Next Steps - Set next meeting date - Identify Agenda items	All	3:15 – 3:30

LiLI Steering Committee Members Present:

Marilyn Moody, BSU   Kay Flowers, ISU
Lynn Baird, Univ of Idaho   Marcia Beckwith, Boise Schools
Leann Wicks, Grangeville Schools   Sue Niewenhouse, LCSC
Cindy Erickson, Soda Springs Public   Steve Poppino, CSI
Mary DeWalt, Ada Community   Joe Reiss, Post Falls Public
Julie Woodford, Burley Public   Ann Joslin, ICFL

Guests & ICFL Staff Present:

Kathleen O'Connor, Washington Idaho Network
Gina Persichini, Networking Consultant   Jan Wall, Northern Field Consultant
Frank Nelson, Eastern Field Consultant   Erin McCusker, Southwest Field Consultant
Marj Hooper, Associate State Librarian   Sue Walker, Librarian
Sonja Hudson, Grants Officer   Kelly Caldwell, Office Specialist II

LiLI Unlimited

Handout – Summary of Contract Costs and Expected Contributions (May 24, 2007)

Open Enrollment
- Enrollment deadline was Friday, May 18th. We received 23 additional enrollments, which results in much higher participation as a single enrollment might include more than one library. Many enrollments are from schools that may include multiple school libraries within a district.
- We had two withdrawals from participation:
  - Osburn Public Library
  - Shoshone Bannock Junior/Senior High School
- Current participation includes:
  - 209 libraries
    - 110 school libraries
    - 82 public libraries
    - 3 school/community libraries
    - 17 academic, special, or other types of libraries
- A discount was provided to new enrollees. LSTA funds will be used to cover the discounted amounts.
- With current participation and the LSTA funds for the amount of discounts, the gap (the difference between the amount due to OCLC and the amount of funds being contributed) is just $6,735.18. ICFL will use LSTA funds to cover the gap.
- The outlook for 2008/09 and 2009/10 are very good.
- Participants will see a price increase on their 2008/09 invoice (to be invoiced July 2008). A letter was sent to all existing participants to notify them of the expected change. Only 1 call was received indicating a negative response to the increase.
- The Mocktail parties held in March and April were quite successful. Many of the new participants were attendees at one of those events.

Future Plans

- A LiLI-U Users Guide is in development. One print copy will be sent to every participating library. The Guide will also be made available online.
- Training is needed:
  - New participant training (Probably September 2007)
  - ILL Workflow (face-to-face) – still need to identify trainer & schedule
  - Advanced ILL topics
    - Custom Holdings – Online webinars
    - ILL Lending – Online webinars
- Follow-up phone calls & site visits to participants for purposes of retention of new enrollees.
- A potential LiLI-U Users Group meeting for staff of participating libraries for purposes of education and networking.
- Will plan more demonstrations and follow-up for 2008 open enrollment.
- Cindy Erickson shared that there is interested from Soda Spring School District. Gina and Cindy will arrange a demonstration for them.
- Gina would like to gather examples of research or stories from libraries that show a positive relationship between resource sharing and student achievement.

Digital AudioBooks

The subcommittee was asked to develop an idea for some kind of project that would create a group subscription to digital audiobooks and bring that idea back to the LiLI Steering Committee. The subcommittee met and decided to pursue a demonstration project that would allow libraries the opportunity to try making the service available to their customers to determine (a) if the customers would use it and (b) if the library staff had the means to continue to provide the service. It was suggested that LiLI could apply for a competitive LSTA grant.

After some discussion with ICFL staff, it was determined that a state-administered project would be easier to manage fiscally as it would not require managing incoming funds for the 25% match required of competitive projects. ICFL staff agreed to take on a one-year LSTA administered project. At the close of the first year, the project would turn over to those libraries with an interest in continuing the service. Those libraries will contribute funds as part of a group purchase of the service.

ICFL will seek proposals from digital audiobook vendors based upon criteria identified by the committee (see handout "LiLI Digital Audiobook Demonstration Project"). ICFL will seek a vendor that can manage the administration of the project after the initial 12-month demonstration; an organization that can administer participation, invoicing, and receipt of payments.

The request for proposals will be sent to:
Recorded Book

NetLibrary
OverDrive
OCLC Western
Bibliographical Center for Research

Members are encouraged to contact Gina with names of other potential vendors that can meet the service request outlined in the Request for Proposals. The RFP will also be posted online to attract additional responses.

Discussion
- The initial part of the demonstration will be available to all public, school, and academic libraries at no cost to them.
- We do not yet know if there will be statewide service in the 2nd year or what the costs will be. We have requested an option for renewal in the RFP.
- During the demonstration, the planning committee (Mary DeWalt, Marcia Beckwith, Peggy Cooper, Kathleen O'Connor, and Sue Walker) will work on determining the aspects of the group subscription for the 2nd year.
- Anticipate begin demonstration year October 1, 2007.
- RFP will be sent out in June, hope to receive responses by the beginning of July.
- Will need to figure out how to report for statistics, is it a database access or a circulation?

Idaho Commission for Libraries Update

LiLI Unlimited Campaign. In April, ICFL sent packets to selected school administrators to explain LiLI Unlimited benefits and the discount rates. The packet included a letter signed by Superintendent Tom Luna along with a letter from Ann Joslin with details for sign up and some information supporting the program.
School Library Statistics. We are almost ready to begin collecting school library statistics using Bibliostat Collect. ICFL is convening a small group of librarians including Dept of Education staff to determine what information needs to be collected. There is no standard in place for school library statistics at this time. We will discuss adding academic libraries at a later time.
State publications depository program. We are moving forward with several of last year's planning task force's recommendations. We are drafting legislation to remove the requirement to send ICFL 20 print copies. We are dedicating more staff time to identifying digital state publications—those that are prepared by state agencies and intended for public distribution.
SPLAT, the Special Projects Library Action Team. The group met on Wednesday, May 23rd. The group represents a variety of libraries. Their charge is to identify trends and innovations that will affect libraries. They have spent the past year building their own expertise in innovative practices and sharing their expertise and experiences with the Idaho library community. The group is still working on what their focus will be for the coming year.
Gates Foundation/American Library Association Connectivity Study – Ann Joslin provided a handout that included a report about the research team's recent visit to Idaho to learn more about connectivity issues. The 3-member research team visited the ICFL the end of March. They conducted 26 interviews of state agency directors/policy makers, librarians, IT staff and vendors.

A small group of librarians made up a focus group. ALA may be publishing a summary of the overall findings based on their research; the funding recommendations to the Gates Foundation will likely not be made public. The interviews raised the visibility of the role of libraries with state policy makers, and there is a good opportunity to build on that in the areas of economic development, emergency planning and response, and e-government.

LiLI Steering Committee Membership

We had 2 members of the Steering Committee with terms expiring June 30th. Both were provided the option to serve a 2nd term and both accepted. Many thanks to both Cindy Erickson and Cora Caldwell for agreeing to continue service.

Edit Szanto has accepted the position of Vice President of Student Services at CSI. We have invited Steve Poppino to fill the remainder of her term on the Steering Committee. Thanks to Steve for accepting the appointment.

Statewide Big Read – Mary DeWalt

The Ada Community Library has been a partner in an "Everyone Reads the Same Book" program with the Log Cabin Literary Center, Boise Public Library and the Idaho Statesman for about 6-7 years. After the first few years, they added a children's component. Recently other area libraries have also become partners in the program. For the past few years, The Cabin has taken the lead in applying for and receiving grant funds from the NEA's Big Read program which allowed the group to expand the program by offering it to other libraries in southwest and south central Idaho.

The application for the next Big Read grant through NEA is due in July. Mary was looking for feedback from the group about potentially extending the program statewide. She will work with the Log Cabin on that. Mary has also talked with staff at ICFL to brainstorm some ideas about adding an online book club/communication feature.

NEA Project Pros & Cons:
+ Choice of books to read,
- There are just 12 titles on the list at this time
+ Support materials provided by NEA & Log Cabin (teachers' guides, readers' guides, posters, buttons, bookmarks, etc.)
+ Reads tie into local communities
- There are a lot of other similar programs in place in other communities (i.e. 1st Read, Campus Read, Valley Read, etc.)

Regional Updates-

- Kay Flowers reported that she met with a sub-group of the Library Consortium of Eastern Idaho. All are concerned about potential changes and the "unknowns" with current library automation. Would like to have a larger-scale discussion about future options – next generation of library automation.

- o Washington-Idaho Network in similar situation. Have decided upon a "year of discovery" to gather information about possibilities with automation.
  - o Need to change the way we write the RFP for the ILS (Integrated Library System).
  - o Are we talking about a future system that is more about inventory control?
  - o We need a broader discussion
  - o Will come back to this item later in the meeting when we discuss automation issues.
- Steve Poppino from CSI informed the members about the changes at CSI. They are currently reviewing applications for the vacant library director position
- Joe Reiss reported that members of the Cooperative Information Network (CIN) are having a wide-scale discussion that "stuff is stuff" in an effort to align the various circulation and resource sharing policies of their membership.
- Kathleen O'Connor from the Washington Idaho Network shared that CIN and VALNet will be turning on their Universal Borrowing functionality in June. The consortium had a courier meeting last winter as a result of some courier issues experienced by the members. They've made some changes and will have some new courier stops in place as of July 1st.
- Marcia Beckwith (Boise Schools) reported that her staff is currently working on adding the video collection to WorldCat. They've had some problems as they learned that the software they use to manage the collection, MediaMinder, does not export MARC records. Six of their elementary schools are being merged to become 3 elementary schools. Marcia is seeking advice on melding existing library collections into new collections for these 3 "new" schools.

Digitization Projects & ContentDM – Ann Joslin

Ann asked participants about their current or planned use of ContentDM. A group of libraries is beginning a project that will make use of it and it has been mentioned that a statewide subscription/purchase may be more cost effective than multiple individual purchases. ICFL is using it for the State Documents projects and there are several libraries doing projects under the ICFL subscription as ICFL is not using it to full capacity. Participants indicated various levels of subscriptions. Many use the software for images. Paul Cappuzzello at OCLC mentioned last year that ContentDM can be added to the group services agreement. Ann asked Gina to obtain a quotation from Paul for statewide access and then we would decide where to go from there.

Automation & Small Libraries

A number of small libraries are currently seeking to automate their catalogs and circulation. They have been unable to for various reasons that may include funding, community support, or technology issues. The options available to small libraries are dwindling as a result of company mergers and their changing priorities.

For those libraries where funding is a barrier, ICFL staff are frequently asked about the stipulation that LSTA funds can be used for automation only to join a multi-library shared

system. It was shared that the original reason for that stipulation was that LSTA funds are federal, not local, and that systems or MARC records created with federal funds should be shared beyond the local community. Forming or expanding library consortia was a way to achieve that.

It was noted that with the existence of the LiLI Unlimited program, libraries have another way to share their records and materials. A participant suggested that ICFL revisit the stipulation and consider allowing LSTA funds to be used for first-time automation with a stand-alone system if the library participates in LiLI Unlimited.

Comments:
- ILL might not be enough, consortia allow more reciprocal borrowing and other benefits
- Consider adding LiLI Express to the requirements
- Some libraries are being left behind with the current approach
- What if we help with automation if they lend through ILL and do reciprocal borrowing
- Customer is a customer, they just want service; they don't differentiate between libraries
- This issue should be folded into the statewide automation issue
- If we make a change with LSTA, we should do so right away and not wait another year

Proposal: LiLI Steering Committee recommends that the ICFL staff forward to the LSTA Advisory Council a recommended change to the LSTA grant guidelines that would allow libraries to receive LSTA funds for first-time automation using a stand-alone system if the library commits to extended participation in LiLI Unlimited (including lending their materials) and participation in the LiLI Express reciprocal borrowing program. Consensus from group in support of the recommendation.

Future of the ILS. The discussion about the future of the ILS and how planning might take place statewide needs to happen among a wider audience. Discussion will be moved to LibIdaho to get input from the whole library community. Lynn Baird and Marilyn Moody will draft something to be put on LibIdaho. Agreement from the group to take an active part in the discussion.

Statewide Coordination of Barcode

We occasionally get inquiries about a state registry for barcodes so that libraries getting new barcodes can be sure they have a unique numbering system within our state. As one librarian put it, "I have to re-barcode to merge my database but my dilemma is what if I get all new barcodes and discover that my 4 digit code is the same as Boundary's or Twin Falls and someday down the road there is a statewide program that allows patrons to use their cards all over?"

After brief discussion, it was decided that ICFL could coordinate collecting the information from libraries and making it available on the ICFL website. Gina will work with the ICFL Web staff and support staff to make it happen.

Access for All – Sue Walker

Sue Walker shared information about the new Access for All project. ICFL has begun a 3-year project to share information (outreach). It includes all types of libraries, but we are starting with public libraries. There are 9 participating libraries: Aberdeen, Boise Public, Boundary County, Kootenai-Shoshone Areas Libraries, Larsen Sant, McCall, Lewiston City, and Snake River. The group will meet several times a year. One meeting per year will be facilitated online.

The first meeting was held recently. At that meeting, the participants selected 4 groups as targets for outreach: homebound, nursing home residents, retirement home residents, and Spanish speaking populations. The next Access for All meeting will be held in October.

Next LiLI Steering Committee Meeting
Wednesday, September 12th
9:00am – 4:00pm

Future Agenda items:
Discussion of changing roll of libraries
Follow up on ContentDM discussion
Continue discussion about future of the ILS
Update on progress for digital audiobooks