

**APPROVED MINUTES OF THE
IDAHO BOARD OF LIBRARY COMMISSIONERS
February 20, 2009 MEETING**

The Idaho Board of Library Commissioners meeting was called to order at 10:13 a.m. on Friday, February 20, 2009 at the Idaho Commission for Libraries. Participating were: Larry Weeks, Chair; Pete Black, Vice-Chair; Sara Staub; Bruce Noble; and State Librarian Ann Joslin. Also attending the meeting were: Vicki Kreimeyer, LSTA Advisory Council Chair; Marjorie Hooper, Associate State Librarian; Richard Wilson, Associate State Librarian; Pamela Bradshaw, Program Supervisor; Tanya Johnson, Financial Specialist; and Teresa Lipus, Public Information Specialist serving as recorder.

I. Call to Order, Revisions to Agenda, Announcements

- A.** Joslin announced that Vicki Kreimeyer, LSTA Advisory Council Chair, was attending the meeting to hear the update on the budget discussion and to summarize the LSTA Advisory Board discussion of the LSTA grant proposals.

II. Approval of Minutes (Board Document 09-31)

MSC/Staub/Noble that the minutes of the December 12, 2008 Board of Library Commissioners meeting be approved as distributed in Board Document 09-31.

III. Open Forum – none

IV. Legislation – Policies – Rules

A. Legislation

1. 2009 Session – (Board Document 09-33)

Joslin described and gave the status, as of last week, of the relevant pieces of legislation this session, noting that Idaho Library Association was successful in introducing and getting printed HB160, which increases the bonding authority of library districts from .4% to 1%. They were unable to introduce an increase to 2%; however, for most districts 1% is an effective increase.

Joslin reported on the status of SB1013, the bill to make the Commission a self-governing agency, which is now in the House State Affairs Committee. Joslin has also requested time on their agenda to give a presentation on the Digital Repository. She has already made the presentation to Senate State Affairs. She also made a presentation, largely focused on Read to Me and school libraries, before the Senate and House Education Committees and told the committees that ICFL plans to keep them informed and updated on library activities if SB1013 is enacted.

Regarding HB68, the election consolidation bill, Staub noted that county clerks want funding with it.

B. Policies – none

C. Rules

1. Status – (Board Document 09-40)

Pending rule: Docket 30-0101-0801—Joslin stated that Senator Stegner wants to have a process in place that minimizes exemptions to the Digital Repository requirements. Richard Wilson and Danna Angevine drafted a rule that describes the process for requesting and granting an exemption. After hearings in both Education Committees, it is expected that the rule will become effective upon the conclusion of the 2009 legislative session.

Temporary rule: Docket 30-0101-0901— This change clarified our LSTA grant application procedures and eliminates unnecessary references. The temporary rule will be in effect while we go through the proposed rule-making process and review by the 2010 legislature.

There has also been discussion about promulgating a rule regarding TBS digital players that is more restrictive than what National Library Service recommends. This process will begin as soon as this session is over.

V. Library Services and Technology Act (LSTA)

A. Finances – none

B. Program – (Board Document 09-35)

Joslin explained that the FY09 budget is operating on a continuing resolution, which expires in March. LSTA-budgeted projects have been cut once already and their current budgets are contingent on receipt of the rest of the LSTA award. Under the assumption that we will be operating with the full LSTA award, we plan to transfer the TBS project funding to LSTA.

MSC/Noble/Black that the 2009 LSTA budgets for State-administered projects be approved as listed in Board Document 09-35, contingent upon receipt of the full IMLS award.

C. Grants

1. LSTA Applications Received (Board Document 09-34)

Kreimeyer described the LSTA Advisory Council, which is made up of people from throughout the state including various librarians, and reported on the LSTA discussion regarding the four grant proposals. Independently of each other, the LSTA Advisory Board and ICFL staff arrived at the same conclusions regarding the pluses and deltas of each grant proposal. It is anticipated and hoped that the one not being recommended for funding will be re-worked and re-submitted.

MSC/Staub/Black that the following FY2009 competitive grant applications be approved in accordance with the conditions stated in the State Librarian's notification of award and/or grant agreement, and contingent upon receipt of the full IMLS award: Library Consortium of Eastern Idaho, Cooperative Information Network, and Emmett Public Library.

VI. General Fund and Miscellaneous Revenue Fund

A. Finances

1. Object Transfer (Board Document 09-36)

MSC/Black/Staub that a retroactive object transfer of \$20,000 from fund 0349, Trustee & Benefits to Operating be approved as described in Board Document 09-36.

2. FY2009 Budget (Board Document 09-41)

Joslin explained that the Read to Me mini-grants were all awarded before the budget cuts were implemented so the one-time funds of \$150,000 had already been expended. In January the governor removed spending authority for any one-time funding that we had remaining. Our IT staff was one day away from finalizing decisions on the bids that they had, so they were unable to make purchases. Last week ICFL implemented the 2% holdback required by the Governor by continuing to leave two vacancies unfilled. Personnel is the only place we have left for cuts. On February 13, additional instructions came from the Governor: no salary increases, no overtime, no out-of-state travel, a hiring freeze, object transfer limits, and year-end encumbrance limits. There is a form for exception requests from agency directors to the Division of Financial Management.

By March 1, state agencies must have their expenditure plans in place for the remainder of FY09, and the plans must be tied to their core mission. DFM will review weekly: if they deem any expenditure to be inappropriate, they can reduce that agency's FY10 budget by the amount in question. ICFL will request an exception to do an object transfer from salary to operating. Because we had already begun the process for hiring an Office Services Supervisor 2, we have permission to fill that position.

By March 4 we must also submit any request for stimulus package money and we are looking at a plan to strengthen library capacity statewide to serve the underemployed/unemployed with computer and other job skills training.

3. FY2010 Budget (Board Document 09-42)

Joslin explained that the Governor reduced the FY2010 base by 10%, and did not recommend the Read to Me enhancement. He included more money for benefits and LILI inflation, but JFAC's early guidelines appear to reduce contract inflationary increases. Budget setting is on hold until more is known about the federal stimulus package.

B. Program – none

C. Grants – none

VII. State Librarian's Report

A. Operations – none

B. Management Team Members' Reports – none

C. Personnel (Board Document 09-37)

Joslin explained the personnel changes since the December meeting. Bradshaw will correct class numbers on Board Document 09-37.

D. State Librarian's Travel (Board Document 09-38)

Joslin stated that, with current restrictions on out-of-state travel, she plans to continue attending BCR (BCR pays) and that she is undecided about COSLA and Western Council of State Libraries spring meetings.

E. Other – none

VIII. Old Business

A. Board Handbook

Joslin asked if we need to add anything else to the handbook, especially for new board members. No additions were recommended at this time. If SB1013 passes, the handbook will be revised accordingly.

IX. New Business – none

X. Executive Session (Board Document 09-39)

MSC/Black/Staub that the Board go into Executive Session pursuant to Idaho Code 67-2345 (1)(a), to discuss the merits of the candidates to fill an open seat that was formerly held by Dick Rognas.

Role call vote: Black__y__, Staub__y__, Noble__y__, Weeks__y__.

At 11:45 the board went into executive session to discuss the merits of the three candidates who applied to fill the open seat.

MSC/Noble/Black that the board move out of executive session. All voted to come out of executive session.

At 12:45 p.m. the board moved out of executive session.

MSC/Noble/Staub that the Idaho Board of Library Commissioners endorses the appointment of the Commissioner representing the 1st Congressional District, filling the position vacated by Richard Rognas, for a term ending June 30, 2012 as indicated in rank order. 1) Held; 2) Kruger; 3) Belle

XI. Adjournment

MSC/Black/Staub to adjourn the meeting at 12:48 p.m.