

II. APPROVAL OF MINUTES

A. October 1, 2010 Meeting

Suggested motion: I move that the minutes of the October 1, 2010 Board of Library Commissioners meeting be approved as distributed in Board Document 11-15.

MSC _____

**DRAFT MINUTES OF THE
IDAHO BOARD OF LIBRARY COMMISSIONERS
OCTOBER 1, 2010**

The Idaho Board of Library Commissioners meeting was called to order at 9:30 A.M. MDT on Friday, October 1, 2010 at the Hunt Lodge, Cascades Room, McCall, Idaho. Participating were: Sara Staub, Chair; John Held, Vice Chair; Pete Black; Bruce Noble; Larry Weeks; and State Librarian Ann Joslin. Also attending the meeting were: Teresa Lipus, Public Information Specialist; and Betty Hoffman, Office Services Supervisor, serving as recorder.

I. Call to Order, Revisions to Agenda, Announcements

II. Approval of Minutes

A. July 23, 2010 meeting (Board Document 11-06)

MSC/Noble/Weeks that the minutes of the July 23, 2010 Board of Library Commissioners meeting be approved as distributed in Board Document 11-06.

III. Executive Session

A. Pursuant to I.C. 67-2345 (1)(a)

MSC/Black/Held that the Board go into Executive Session pursuant to Idaho Code 67-2345(1)(a), to discuss the merits of the candidates to fill the Board seat that is being vacated by Pete Black.

A roll call vote was held with Black, Held, Noble, Staub, and Weeks voting in the affirmative. The Board entered into Executive Session at 9:40 A.M. MDT.

MSC/Noble/Weeks to reconvene in regular session. A roll call vote was held with Black, Held, Noble, Staub, and Weeks voting in the affirmative. The Board reconvened in regular session at 12:45 P.M. MDT.

MSC/Noble/Held that the Idaho Board of Library Commissioners nominate to the Governor the following qualified candidate(s) listed in rank order for the board commissioner from Eastern Idaho, with a term ending June 30, 2015, consistent with Idaho Code 33-2502.

- 1) Jim Fullerton
- 2) Dave Mecham
- 3) Jackie Young

IV. Open Forum

V. Legislation, Policies, Rules

- A. Legislation – none
- B. Policies – none
- C. Rules – none

VI. Library Services and Technology Act (LSTA)

- A. Finances – none
- B. Program - none
- C. Grants

1. LSTA applications received (Board Document 11-09)

A. Just-in-Time Grant Application Evaluation Summary

Ada Community Library – Lake Hazel Branch – Public Computer Center

- \$18,933.00 in LSTA requested
- Project recommended for funding by staff and LSTA Advisory Council

Joslin noted that the ICFL project consultant works with the grantee to improve the evaluation process if needed.

MSC/Noble/Weeks that the FY2010 just-in-time grant application from the Ada Community Library, as described in Board Document 11-09, be approved in accordance with the conditions stated in the State Librarian’s notification of award and/or grant agreement.

B. LSTA applications received since June 11, 2010 under the Just-In-Time grant process:

| Applicant & Project | LSTA Request | Evaluation & Status |
|--------------------------------------------------------------------------------------------------|---------------------|--------------------------------|
| Boise Public Library • MLS – Fiona May | \$1,000.00 | Staff review approved |
| Madison Library District • MLS – Rebekka Hanson | \$1,000.00 | Staff review approved |
| Nampa Public Library • MLS – Stephanie Taylor | \$1,000.00 | Staff review approved |
| Nampa Public Library • MLS – Laura Abbott | \$1,000.00 | Staff review approved |
| Meridian Library District • 1 st Time Attendance – PNLA – Kathryn Foley | \$868.13 | Staff review approved |
| Coeur d’Alene Public Library • 1 st Time Attendance – ARSL/ABOS – Barbara Nolan | \$761.00 | Staff review approved |
| McCall Public Library • 1 st Time Attendance – FLSCPD – Meg Lojek | \$1,000.00 | Staff review approved |
| Meridian Library District • 1 st Time Attendance – ILA – Kathleen McVey | \$536.00 | Staff review approved |
| Meridian Library District • 1 st Time Attendance – ILA – Kim Hunter | \$536.00 | Staff review approved |
| Jerome Public Library • 1 st Time Attendance – ALSC – Darbie Chocker | \$900.00 | Staff review approved |
| Kootenai Shoshone Area Libraries • 1 st Time Attendance – ARSL/ABOS – Karen Yother | \$796.56 | Staff review approved |
| Meridian Library District • 1 st Time Attendance – ILA – Carley Zelus | \$466.00 | Staff review approved |
| Meridian Library District • 1 st Time Attendance – ILA – Barbara Hendricks | \$536.00 | Staff review approved |

VII. General Fund and Miscellaneous Revenue Fund

A. Finances

1. FY2012 agency budget request (Board Document 11-10)

The FY2012 budget request was prepared according to Division of Financial Management's budget development manual. It includes line items for Read to Me and the Digital Repository previously approved by the Board. DFM directed Joslin to add a third line item to request spending authority for the BTOP funds. The budget request was submitted to DFM on September 1.

MSC/Held/Black that the FY2012 agency budget request be approved as submitted to the Division of Financial Management, and that the State Librarian be authorized to make adjustments in the request as may be required by DFM.

B. Program – none

C. Grants

1. Library Services Improvement Fund request (Board Document 11-11)

The Bill & Melinda Gates Foundation awarded the Commission a grant of \$615,100 as matching funds for our award from the National Telecommunications and Information Administration (NTIA) under the Broadband Technologies Opportunity Program's (BTOP) Public Computer Center funding category. The Commission has signed the required grant agreement and will receive the matching funds in two equal installments in 2 fiscal years, FY2011 and FY2012. The Gates Foundation has stipulated that the grant funds be "invested in highly liquid investments (such as interest-bearing bank accounts)" so they will be deposited in the Library Services Improvement Fund.

Of the \$615,100 grant award, \$150,000 must be spent on E-rate application support to help build the capacity of participating libraries to sustain their projects following the conclusion of the BTOP grant period. We contracted with E-Rate Central to provide training and consulting services to public libraries during the first phase of the E-Rate process. Five training sessions were completed in early September with 60 libraries in attendance. The Gates funding will also cover computer and telecom hardware and recurring monthly telecom charges for the participating libraries for the grant period.

Joslin requested Board approval for expenditures of up to \$307,550 from the Library Services Improvement Fund for expenses incurred for the Commission's BTOP project in online @ your library® FY2011.

Expenditures from that fund require specific approval of the Board of Library Commissioners:

IC 33-2506(2) Purpose. The purpose of the library services improvement fund is to further the development of library services for all the people of Idaho. Moneys in the library services improvement fund are appropriated to and may be expended by the board of library commissioners at any time for the purposes provided in this section.

(4) Payments. (c) Payments from the library services improvement fund may be used only for the purposes approved by the board of library commissioners. Funding decisions shall be solely within the discretion of the board of library commissioners.

MSC/Held/Noble that expenditures of up to \$307,550 from the Library Services Improvement Fund be approved for online @ [your library®](#) expenses for FY2011.

VIII. State Librarian's Report

A. Operations – information item (Board Document 11-12)

Joslin provided an overview of Commission participation at the Idaho Library Association Conference in Post Falls, October 6-8, 2010.

Wednesday, 10/6

- The SPLAT Un-conference – Shirley Biladeau
- Partnering to Shape 21st Century Learning, Part 2 – Anne Abrams and Glynda Pflieger
- ILA Executive Board meeting – Ann Joslin, Gina Persichini and John Held

Thursday, 10/7

- ICFL State of the Commission report at ILA business meeting – Ann Joslin
- WebJunction Idaho – Shirley Biladeau
- Music and Early Literacy @ Your Library – Stephanie Bailey-White with author Susan Hagen Nipp
- Transforming Life After 50 Western Regional Fellowship – Sue Walker and Erica Compton
- Anne Abrams introducing Phil Eastman II for The Character of Leadership session
- Pete Black – Trustee of the Year, ICFL Commissioner

Friday, 10/8

- Division meetings:
 - Academic & Special – Gina Persichini & Sue Walker
 - Ed Media – Glynda Pflieger, Marj Hooper, & Erica Compton
 - Public Lib – Anne Abrams & Stephanie Bailey-White
 - Trustee & Friends – Jan Wall
- Running a Successful Library Bond Campaign – John Held, Payette Public Library board chair & ICFL Commissioner
- Legislative Panel – Jan Wall

Saturday, 10/9

- ILA Board meeting – Ann Joslin, Gina Persichini and John Held

Book of the Year Committee work: Sheila Winther

B. Management Team members' report – none

C. Personnel – information item (Board Document 11-13)

Joslin reported on personnel changes since July 23, 2010 as listed in Board Document 11-13.

D. State Librarian's travel report – information item (Board Document 11-14)

Joslin reported on her travel for February through October 1, 2010.

| | |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| February 24 – 25 | BCR Board, Denver, CO <ul style="list-style-type: none">• Executive Committee and Board meetings |
| March 21 – 23 | COMPASS, Portland, OR Western Council of State Libraries, Portland, OR BCR Board, Denver, CO |
| May 24 | <ul style="list-style-type: none">• Executive Committee and Board meetings |
| June 23 - 29 | Washington, DC Gates Foundation Opportunity Online Meeting <ul style="list-style-type: none">• Strategy and update session with state librarians COSLA Board and membership meetings ALA Annual Conference ALA Legislative Day <ul style="list-style-type: none">• Met with Idaho’s members of Congress |
| September 29 – October 1 | Fall Commissioners tour and board meeting, Cascade, New Meadows, and McCall |

NOTE: The changing nature of meetings

- BCR Board is now meeting only by conference call.
- Joslin was invited to serve on a Gates Foundation/COSLA working group that is meeting biweekly, only by conference call, July through September.

E. Other – none

IX. Old Business – none

X. New Business – none

XI. Adjournment

Weeks noted that he was very impressed by Anne Abrams’ interaction with the staff of the libraries that the Board toured.

Black said it has been a pleasure to serve on the Board. He is interested in volunteering in some capacity with the school library consulting activities.

Noble suggested that the next board meeting be held as a face-to-face meeting rather than via conference call if a new Board member has been appointed.

MSC/Noble/Weeks to adjourn the meeting at 1:40 P.M. MDT.