

VII. State Librarian's Report

A.2. Operations –Performance Measurement Report – information item

Part I – Agency Profile

Agency Overview

The Idaho Commission for Libraries is located in the Executive Branch of state government. It is governed by the Board of Library Commissioners whose five members are appointed by the Governor. The agency's name has varied since it was established in 1901, but through much of its history it was known as the Idaho State Library. Effective July 1, 2006 the name changed to the Idaho Commission for Libraries.

The State Librarian, appointed by the Board of Library Commissioners (I.C. 33-2504), serves as the agency's chief executive officer and is charged with implementing the Board's promulgated rules and policies and with managing the operations of the agency. State Librarian Ann Joslin works with three (3) staff (Associate State Librarian, Program Supervisor, and Administrative Services Manager) as a Management Team. In a relatively flat organization structure, all employees work to support the agency mission to assist libraries to build the capacity to better serve their clientele.

The Commission continues to operate with 75% of the staff it had in 2009. Of the 36.5 FTPs filled for most of FY2014, ten (10) were paid with federal LSTA funds. Four positions were held open to stay within the general fund personnel appropriation. The agency maintains three (3) office locations: the central office in Boise at 325 W. State Street and field offices in Moscow and Idaho Falls.

In 1901, the Idaho Free Library Commission was organized as a state institution and received its first state appropriation. In addition to providing reading materials to Idaho citizens via the traveling library, the agency was to assist in the establishment and improvement of free public and school libraries throughout the state, and to deliver, foster, and promote library services in Idaho.

Beginning in 1957, the agency was designated as the Idaho recipient of federal funds under the Library Services Act (LSA), and it was appropriated a significant increase in its general fund budget to provide the match necessary to receive the LSA funds. The federal program evolved over the years to reflect changing needs, first to the Library Services and Construction Act (LSCA), and most recently to the Library Services and Technology Act (LSTA). LSTA funds are used for pilot projects, to implement collaborative projects among Idaho libraries, and for statewide library programs that provide services to all Idaho residents.

Other milestones in the agency's history include:

- In 1972, legislation passed that charged the agency with distributing Idaho state public documents through a system of depository libraries.
- In the same year, the State Legislature directed the agency to establish library services for the blind and others who could not use regular print materials.
- In 1984, library development services (continuing library education, consultant services, and statewide planning) were expanded as a response to major changes occurring in the public library community.
- In 1998, the legislature appropriated ongoing state funds for the Libraries Linking Idaho (LiLI) Databases, the first online information and research resource made available statewide through the agency's website.
- In 2002, after a 20% budget cut over two years, the Board discontinued several direct services and revised the agency mission to focus on statewide library development. With legislation passed by the 2006 Legislature, that mission was codified, the name of the agency was changed to the Idaho Commission for Libraries to better reflect its activities, and the Board was renamed the Board of Library Commissioners.
- The 2008 Legislature approved legislation establishing a digital repository for state publications to replace the print-based state documents depository system.
- The 2009 Legislature approved legislation removing the Commission from the oversight of the State Board of Education and making it a self-governing agency with Commissioners appointed by the Governor, effective July 2009.

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- In 2010, the Commission was awarded a \$1,907,531 Broadband Technology Opportunities Program (BTOP) grant to expand broadband and computing capacity in Idaho public libraries and expand online resources to support informal learning, job/workforce development skills, K-14 and adult basic education, and e-government services.
- Reflecting the state's economy, the agency saw a 34.5% budget cut over two years, from FY2009 to FY2011.
- In September, 2012, the Commission was awarded a three-year \$250,000 National Leadership Grant from the Institution of Museum and Library Services along with \$30,000 matching funds from the J.A. and Kathryn Albertson Foundation. The goal of this highly competitive Campaign for Grade Level Reading award category is supporting school readiness and combating summer learning loss.

The Commission's primary customers, Idaho's librarians, tell us that consistent with national trends the demand for their services is growing. While the overall FY13 circulation figure shows a drop of 2.6% from FY12, the percentage increase for attendance at library programs almost doubled. Attendance at public library programs was up 4.8% from FY11 to FY12 and the increase from FY12 to FY13 is 7.2%. Increase in program attendance, a staff intensive service, means the public library staff stayed busy in spite of the dip in circulation. Idahoans (children, adults, students, parents, business people) want traditional library services, 24/7 online information services, and a place - physical and virtual, local and global - to create content and participate in community conversations. The librarians' challenge is to plan for and sustain the necessary trained staff, services, and technology to deliver this range of services when and where people want them. The Commission's continuing challenge is to help Idaho libraries better serve their clientele and thrive in this demanding and rapidly changing environment.

Core Functions/Idaho Code

Consistent with our mission, the core function of the Commission is statewide library development. The agency provides continuing library education and consultant services to the Idaho library community, coordinates statewide library programs, administers grant programs for library development purposes, advocates for library services, facilitates planning for library development at the local, cooperative, and state levels, and supports national library initiatives that strengthen Idaho library services. Other functions include the management of [Stacks], the digital repository for state publications and, in partnership with the National Library Service (NLS), the Idaho Talking Book Service (TBS).

Following are the relevant citations in the Idaho Code and the US Code:

- IC 33-2501. Commission for Libraries established.
- IC 33-2502. Board of Library Commissioners – Appointment, removal and terms – Officers – Meetings – Compensation.
- IC 33-2503. Board of Library Commissioners - Powers and duties.
- IC 33-2504. State librarian appointed by Board of Library Commissioners - Qualifications - Powers.
- IC 33-2505. Digital repository for state publications.
- IC 33-2506. Library services improvement fund - Established.
- IC 33-2611 and 33-2726. Public library annual fiscal reports.
- IC 67-2601(2)(f). Places the Commission for Libraries in the Department of Self-Governing Agencies.
- US Code Title 20, Subchapter II, Library Services and Technology Act. As certified by the Idaho Attorney General, the Idaho Commission for Libraries is the official state agency in Idaho with the authority to develop, submit, and administer the State Plan under the Library Services and Technology Act.

Revenue and Expenditures

Revenue	FY 2011	FY 2012	FY 2013	FY 2014
General Fund	\$2,785,529	\$2,997,700	\$3,130,489	\$3,165,226
Library Services Improvement Fund	\$310,926	\$310,108	\$31,024	\$600
Federal Grant	\$1,379,499	\$1,332,333	\$1,349,648	\$1,469,099
Miscellaneous Revenue	\$21,310	\$38,945	\$35,458	\$102,192
Total	\$4,945,245	\$4,679,086	\$4,546,619	\$4,751,091
Expenditure	FY 2011	FY 2012	FY 2013	FY 2014
Personnel Costs	\$2,088,170	\$2,032,674	\$2,166,214	\$2,204,216
Operating Expenditures	\$2,626,085	\$3,267,100	\$3,003,983	\$2,345,064
Capital Outlay	\$14,759	\$2,181	\$10,966	\$14,297
Trustee/Benefit Payments	\$186,832	\$64,686	\$129,177	\$144,178
Total	\$4,916,832	\$5,366,641	\$5,310,340	\$4,707,755

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2011	FY 2012	FY 2013	FY 2014
LiLI Databases Sessions/Logins	1,009,628	2,049,847	1,530,276	1,592,678
LiLI Databases Full Text Views	810,670	1,803,808	1,870,445	2,282,974
LearningExpress Library Site Visits	Added to FY 2014-2017 Strategic Plan			13,451
LearningExpress Library Learning Resources	Added to FY 2014-2017 Strategic Plan			17,269
Talking Book Service Patrons	3,398	3,442	3,430	3,445
Talking Book Service Circulations	208,058	214,731	211,283	206,584
Attendance at Public Libraries ¹	8,318,902	8,423,683*	8,822,272	8,594,811
Continuing Library Education				
- Events Sponsored	73	36	76	35
- Participants	1,294	1,998	715	770
E-Course Completions	582	410	1,472	6,012

¹ Because of their October 1–September 30 fiscal year, the latest data available from public libraries lags 1 year.

*Figure adjusted for late reports from public libraries

Performance Highlights:Read to Me Mini-grants

The on-going \$100,000 for the Mini-grants program which makes more high-quality books available to Idaho's school children at the early years of their education brought in 59 application for FY14. This year the program was limited to elementary school libraries with highest priority given to schools that had developmental preschool programs on school grounds and high levels of student poverty. The 59 applications totaled \$242,000, with the \$100,000 being awarded to 23 school libraries. Thirty-six libraries, or 61% of the requests, went unfunded. For FY15 an additional one-time appropriation of \$100,000 brought the total up to \$200,000 available for the school Mini-grants. We received a record 80 applications requesting \$314,000 and were able to fund grants – ranging from \$1,000 to \$5,000 – to 49 schools. Thirty-one school libraries, or 39% of the requests, went unfunded. Reports on the Mini-grants will be given during the 2015 legislative session.

LearningExpress Library

The libraries of Idaho made a commitment to a valuable statewide database service when interim funding was needed. Started during the online @ your library Broadband Technology Opportunities Program, the contract for LearningExpress Library (LEL) did not correspond to the state's fiscal year. We were looking at an eight-month loss of services when libraries around the state pledged local fund contributions to fill the gap. The continuance of LEL is a testimony to the dedication of Idaho libraries in providing quality services to all Idahoans. This

unprecedented pulling together of the library community is seen by the Board of Commissioners and ICfL staff as a great vote of support and confidence for the resources and services provided throughout the years.

School Libraries

The long-dormant summer training was reinstated for school library staff. In July, 2013, thirty-one library staff members from around the state met to learn the basics required for operating an elementary school library. The importance of the library as the “vocabulary vault” and information on what school librarians need to know about the Common Core stretched the basics of traditional school librarian skills. In more of an observer’s role at this summit, the newly hired school library consultant will take a more active role if this service continues.

Make It

The pilot year has ended and a second round of six libraries joined the original five makerspace pioneers in Idaho’s public libraries. The first year saw 4,650 teens and tweens engaged through outreach, 3,585 attended library programs, and 18 partnerships were realized through 66 events. This program is about helping libraries develop their abilities to provide quality “making” programs to their communities. At its most basic, making is innovation. It is a technology-based extension of the DIY (Do It Yourself) culture, stresses new and unique applications of technologies, and encourages invention and prototyping. There is a strong focus on using and learning practical skills and applying them creatively. While this program was designed as part of our teens and tweens services, libraries have brought *STEAM-based programming to all ages. *(Science, Technology, Engineering, Art, Math)

Routes to Reading: Idaho Paves the Way with Access to Print

This program, highlighted in our last year’s report, has received national recognition. In its report, [*Growing Young Minds: How Museums and Libraries Create Lifelong Learners*](#), the Institute of Museum and Library Services (IMLS) documented dozens of examples and 10 key ways libraries and museums are vital partners in community early learning efforts. The Commission’s program was one of just ten “Success Spotlights” featured in the IMLS report. “With built in infrastructure in nearly every community, we must fully leverage the capacity of libraries and museums to provide opportunities for high-quality early learning,” said IMLS Director Susan H. Hildreth. “Museum and library professionals are adept at providing hands-on experiential learning. I urge the early childhood development community to reach out to libraries and museums and make full use of their trusted place in communities, their partnership capacity and their skills and talents.”

Anchor Communities

Two long-term programs aimed at strengthening all types of libraries – school, public, and academic – to become valued anchors in their respective communities began this year.

- **Leadership:** In April, fifty members of the library community met at a two-day summit to conduct an environmental scan of target audiences and the leadership training needs of the Idaho library community. As a result, a twelve person Leadership Advisory Group has been appointed to take the information gathered at the summit and determine the next steps in building a leadership culture within the Idaho library community.
- **Community Building:** In May, teams from five Idaho public libraries met to plan for community building projects specific to their libraries’ and communities’ needs. The team members received training to develop skills to help them organize and reach out to their individual communities in meaningful ways. Lessons learned from this year-long pilot project will be used to help other libraries become more valued entities in their communities.

Part II – Performance Measures

Performance Measure	2011	2012	2013	2014	Benchmark
Percentage Increase in interlibrary loans through LiLI Unlimited (to/from)	-8.64% (122,886)	-8.39% (112,574)	-1.61% (110,764)	-4.47% (105,810)	2% annual increase
Percentage Increase in LiLI Unlimited Participating Libraries	-3.07% (208)	-3.85% (200)	-2.50% (195)	-2.56% (190)	0% annual increase
Percentage Increase in Registrations at Summer Reading Programs	9.8% (69,472)	2.84% (71,443)	17.67% (84,065)	13.44% (95,364)	3% annual increase
Percentage of participants who indicate they have made changes in their library procedures or services as a result of training or continuing education activities	New for FY2013	New for FY2013	72.2%	76.4%	80 % or higher/year
Value of LiLI Database Licenses (V) if purchased individually by all libraries compared to Actual Cost (A)	V=\$10,678,134 > A=\$521,116	V=\$2,475,055 > A=\$557,305	V=\$2,475,055 > A=\$557,305	V=\$2,475,055 > A=\$557,305	V > A

Performance Measure Explanatory Notes:

Percentage Increase in LiLI Unlimited Participating Libraries: Due to the economic downturn, in FY10 the benchmark was adjusted to maintenance level for LiLI Unlimited memberships.

Percentage Increase in Registrations at Summer Reading Programs: Due to limited staffing capacities at local public libraries, the benchmark was reduced from 5% to 3% beginning with the FY2013 data.

Value of LiLI Database Licenses (V) if purchased individually by all libraries compared to Actual Cost (A): The FY2012 decrease over previous years reflects vendors estimating cost based on size of target audience of specific databases rather than on use by all citizens.

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