

## II. APPROVAL OF MINUTES

### A. June 5, 2015 Meeting

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**Suggested motion:** I move that the minutes of the June 5, 2015, Board of Library Commissioners meeting be approved as distributed in Board Document 15-49.

MSC \_\_\_\_\_

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## DRAFT MINUTES OF THE IDAHO BOARD OF LIBRARY COMMISSIONERS June 5, 2015

The Idaho Board of Library Commissioners meeting was called to order at 10:03 a.m. MDT on Friday, June 5 at the Idaho Commission for Libraries (ICfL). Participating were Dave Mecham, Chair; John Held; Sara Staub; and State Librarian Ann Joslin. Also attending the meeting were Marj Hooper, Associate State Librarian; Pam Bradshaw, Program Supervisor; Roger Dubois, Administrative Services Manager; and Teresa Lipus, Public Information Specialist, serving as recorder.

### I. Call to Order

#### A. Introductions

#### B. Revisions to Agenda – none

#### C. Announcements – none

### II. Approval of Minutes

#### A. April 17, 2015 meeting (Board Document 15-39)

**MSC/Staub/Held** that the minutes of the April 17, 2015, Board of Library Commissioners meeting be approved as distributed in Board Document 15-39.

*Motion unanimously carried*

### III. Open Forum - None

### IV. Legislation, Policies, Rules

#### A. Legislation – none

#### B. Policies – none

**C. Rules – none**

**D. Guidelines – TBS Loan update (Board Document 15-41)**

This document contains changes to existing Talking Book Service (TBS) loan guidelines that have been proposed because of the successful transition to new technology. Since digital books were introduced in 2009, circulation of analog books on cassettes has steadily decreased. Due to the increasing failure of cassette players and the inability to repair them, plus the fact that the majority of titles are now available in digital format, the Talking Book Service staff recommends circulation of analog books on cassettes be discontinued effective July 1, 2015.

**MSC/Held/Staub** that the TBS Loan Guidelines as listed in Board Document 15-41 be approved.

*Motion unanimously carried*

**V. Federal Funds**

**A. Finances – none**

**B. Program – none**

**C. Grants – LSTA applications received – information item (Board Document 15-42)**

We continue to get many grant requests for attendance at various continuing education (CE) events and other professional development opportunities. We have opened it up to opportunities that aren't specific to libraries, but are related to library services. CE Consultant Shirley Biladeau vets new CE opportunities when they are requested.

**VI. General Fund and Miscellaneous Revenue Fund**

**A. Finances – none**

**B. Program – none**

**C. Grants – RTM mini-grants – information item (Board Document 15-43)**

After July 1, as soon as the schools return their grant agreements, we will be able to give them the funding. One of the key requirements of the project is that the school checkout policy allows younger students (especially K and 1<sup>st</sup> grade) to take books home. Schools are discovering that the book loss is minimal. We may need to raise the bar for the mini-grants and will be discussing potential changes to the requirements. Ideally, districts should increase their school book budgets. We might consider requiring matching funds.

**VII. State Librarian's Report**

**A. Operations – information item**

### 1. Staff presentations & national visibility (Board Document 15-44)

It's very rewarding to get recognition both at the local and national level. And, just this week, Joslin was invited to be on an American Library Association (ALA) panel focusing on libraries, digital literacy, and access to services: what should digital inclusion look like for libraries in the future.

### 2. Updates – information item (Board Document 15-45)

- **Summer Reading:** Read to Me coordinators just wrapped up an agreement with Idaho Parks & Recreation to distribute state park day passes to libraries to use with their summer reading programs and outreach. The passes can be distributed when children sign up for summer reading; given out as prizes for summer reading; or taken to outreach events. Julie Armstrong also did a workshop with Boise Parks and Rec on summer learning loss.  
**Workforce Innovation and Opportunity Act (WIOA):** ALA was successful in getting libraries included in the revamped WIOA legislation as eligible participants and recipients of funds. Each state is required to write a new workforce development plan; Joslin and Biladeau have been to several WIOA meetings to contribute to that effort.
- **ABLE and SABLE program:** The Alternative Basic Library Education (ABLE) and supplemental courses are now available on WebJunction (WJ). Part of the agreement is that WJ cannot charge for our courses. At a meeting in D.C., a woman in charge of the U.S. Navy public libraries went out of her way to thank Joslin for the courses. She requires all employees to take them at least once.
- **Microsoft IT Academy Pilot Project:** Tim Corder, a former legislator who is now in the State Department of Education (SDE), approached Joslin to get her views about public libraries offering the Academy. The Legislative intent is for more Idaho residents to take the courses, get certified, and gain stronger skills for job opportunities. SDE asked Joslin to select a librarian to be on the review team and Gretchen Caserotti from Meridian Library District agreed to do it. This is an opt-in situation for both libraries and schools for the 1-year pilot.
- **Enhancement Requests:** We are still working on requests for the Board to consider at the August meeting.
- **Funders Huddle:** Funders, foundations, and community organizations will be in attendance at this June event and Joslin was invited. It's a good cross section of the state to work toward reaching 3<sup>rd</sup> grade reading goals and it should open up additional partnerships at the state level. This is a great opportunity to inform the participants about how libraries support early learning.
- **Broadband Access study:** This shows big variation in costs and service in public libraries throughout the state. Technical Records Specialist Baxter Andrews is looking at the statistics at a more granular level, which is providing some surprising facts. Gooding, Cascade, and North Bingham have the highest three download speeds, East Bonner has the highest annual cost. Hooper is working on the consultant position description, which will involve more work with broadband access/affordability for libraries.

### 3. Aspen Institute Dialogue on Public Libraries – discussion (Board Document 15-46)

The lead person at Aspen recognizes that state library agencies (SLAs) are key to getting the report's message out. Connecticut is the first state to hold a state-level dialogue with people both in and

outside of the library community. They especially want to include outside perceptions and observations about what libraries can be in the 21<sup>st</sup> Century. The Dialogue concludes that the long-term health of libraries is essential to the long-term health of the communities they serve and identified four strategic opportunities for action to guide the continuing transformation. Two of our advisory groups have discussed the report's recommended actions, and we will plan time for Board discussion at the fall meeting.

#### **B. Management Team members' reports – information item**

- **Dubois:** We're busy with year-end closing and compiling budget requests for FY2016. We are on track to effectively use all of FY2015 funds. Federal Library Services and Technology Act (LSTA) funds are on a different cycle than state funding and we are trying to reduce the amount of carryover from that funding. We are where we need to be with the LSTA funding and carryover this year. Also, our personnel funds should be well-aligned next year.
- **Bradshaw:** For this year's Letters About Literature writing contest, we had a gala event in Boise at the Capitol Dining Room and 11 of the 12 winners attended with family members and some teachers. Joslin welcomed the attendees and gave out the awards. Idaho author N.D. Wilson gave a humorous talk about how his mother "tricked" him into reading again when he was in 5<sup>th</sup> grade. Superintendent Ybarra and SDE Chief Communications Officer Jeff Church attended, as did one of the judges, Stan Steiner. We had great feedback from families about the event.
  - The National Book Festival is September 5. Idaho's book this year is Pulitzer Prize winner Anthony Doerr's *All the Light We Cannot See*.
- **Hoopar:** The development staff has had two discussions about our broadband access survey report recommendations to identify "low-hanging fruit" that we can implement fairly easily.
  - Networking consultant Gina Persichini is the lead on the Statewide Resource Sharing Needs Assessment related to LiLi-Unlimited and interlibrary loan (ILL). The costs are becoming prohibitive and we believe that our current cost-sharing model is no longer sustainable. We need to get information from libraries to figure out next steps. ILLs have decreased: maybe people can get what they need from our databases and don't need interlibrary loans.
  - As a result of our partnerships, we are finally getting mentioned in more and more news articles. The State Department of Education mentioned our role in the "Picnic/Literacy in the Park" program and also include a "Letters About Literature" article. The Twin Falls Times-News mentioned ICFL's early literacy workshop at the upcoming Idaho Indian Education Summit. Also, Make It at the Library was mentioned in the most recent Popular Mechanics issue.
- **Joslin:** I offered our Members of Congress that we would set up library visits for them when they are in their home districts. Our state Legislative Budget Analyst Robyn Lockett would like to visit a library, so we are working on getting her to a maker or summer reading program.

#### **C. Personnel report – information item (Board Document 15-47)**

We are losing two FTEs that have been vacant a long time because we have not had enough money to fill them.

#### **D. State Librarian's travel report – none**

**E. Other – none**

**VIII. Old Business**

**A. School library services – (Board Document 15-31 rev.)**

Mentioned in this document is the issue of getting certified teacher-librarians in all schools, and why we are no longer pursuing that. The Idaho Library Association (ILA) is still looking at this. ICfL and ILA do not need to have the same viewpoint, but we should keep each other informed. We reviewed/revise the text about views of school-community libraries and what option we would prefer. Meridian Library District and the other involved organizations are working on shared facilities, goals, and roles; facilities is particularly challenging. Coeur d'Alene Public Library noted that all parties must feel that the agreement is fair.

**B. Donations update – (Board Document 15-35 rev.)**

This document was revised to accurately reflect the percentage increase from FY2011 to FY2015.

**IX. New Business**

**A. Election of Officers (Board Document 15-48)**

**Nomination/Second/Held/Mecham** that Sara Staub serve as Chair of the Board of Commissioners for SFY2016.

**MSC/ Mecham/Held** to close nominations.

*Vote: unanimous in favor*

**Nomination/Second/ Staub/Mecham** that John Held serve as Vice-Chair of the Board of Commissioners for SFY2016.

**MSC/Mecham/Staub** to close nominations.

*Vote: unanimous in favor*

**B. Next meeting – August 14, 2015, Conference Call, 10:00 a.m. MDT.**

**X. Executive Session – none**

**XI. Adjournment**

**MS/Held** to adjourn the meeting at 11:49 a.m. MDT.