

II. APPROVAL OF MINUTES

A. June 2, 2017 Meeting

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**Suggested motion:** I move that the minutes of the June 2, 2017 Board of Library Commissioners meeting be approved as distributed in Board Document 17-72.

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**IDAHO BOARD OF LIBRARY COMMISSIONERS  
DRAFT MINUTES OF THE  
June 2, 2017  
BOARD MEETING**

The Idaho Board of Library Commissioners meeting was called to order at 10:00 a.m. MT on Friday, June 2, 2017, at the Idaho Commission for Libraries in Boise. Participating were: John Held, Chair; Janet Franklin; Mark Alldredge; Dave Mecham; Pat Raffee (participating by telephone), and State Librarian Ann Joslin. Also attending the meeting were: Gideon Tolman, Division of Financial Management, and from the Idaho Commission for Libraries (ICfL), Roger Dubois, Administrative Services Manager; Stephanie Bailey-White, Deputy State Librarian; Shirley Biladeau, Program Supervisor; and Donna Eggers, Public Information Specialist, serving as recorder.

**I. Call to Order by John Held**

- A. Introductions** -- made for the benefit of Pat Raffee (participating by telephone) and Gideon Tolman.
- B.** Revisions to Agenda -- None
- C. Announcements**

Joslin presented the Board members with an invitation to the Commission's annual volunteer appreciation event, which is very well-attended by the volunteers. It is the last such event for the Commission's Volunteer Coordinator, Sheila Winther, who retires in July 2017. Joslin noted that Winther has done outstanding work to grow the Commission's volunteer program.

Joslin also distributed the most recent "Quick Facts" about public libraries that Patrick Bodily, the Commission's State Data Coordinator, compiled from the FY2016 statistics.

Joslin noted the retirement of Cathy Holland-Smith, Manager of Legislative Services' Budget and Policy Division, and that Paul Headlee was promoted to that position. A result of the changes is the shuffling of Budget Analysts, including the Commission's Robin Lockett who has been re-assigned to K-12 education. One of the two new Analysts hired by LSO, Jill Randolph, will be the Commission's Budget Analyst. Lockett will coordinate the transition, and Randolph, who starts June 19, will be invited to future Board meetings.

II. **Approval of Minutes**

A. **April 14, 2017 meeting (Board Document 17-56)**

**MSC/Franklin/Mecham** that the minutes of the April 14, 2017 Board of Library Commissioners meeting be approved as distributed in Board Document 17-56.

*Motion unanimously carried.*

III. Open Forum -- none

IV. Legislation - Policies - Rules - Guidelines

A. Legislation

B. Policies

C. Rules -- none

D. Guidelines -- none

V. **Federal Fund**

A. **Finances**

1. **IMLS Funding Update -- information item (Board Document 17-58)**

Joslin noted that Congress did fund the balance of federal FY2017 allotment. In the budget that was passed, there was an increase of \$1 million in the LSTA portion. That, plus Idaho's higher-than-average population growth, compared to other states, means that the Commission should see a little bit of an increase in the total amount received for this year, but the amount is unknown.

Joslin noted there is no new information on a FY2018 budget, and it is not expected to be finalized in the foreseeable future. Held noted that because of the specific funding amount, Senator Crapo is not going to sign the "Dear Appropriator" letter in support of FY2018 LSTA funding. He also noted the *Idaho Statesman* article of Crapo donating 100 books from the Library of Congress to the Payette Public Library, which had its funding used for snow removal. Joslin added that Crapo was there for the kick-off of the library's summer reading, as well. It is library events like that which the Commission would like more members of Congress and the legislature to see.

2. **FY2017 Object Transfer (Board Document 17-59)**

Joslin noted the annual end-of-year transfer of funds across the different categories -- Personnel, Operating, Capital, and Trustee and Benefits (grants) -- to allow the Commission to have money in the proper category in order to spend it based on the agency's needs. Dubois estimates that, due to the overlap of the federal and state years by three months, object transfers in the federal fund may not be needed, but this gives the Commission the option to do so if needed. Joslin noted that the Commission will use most of the remainder in Personnel by continuing to pay the 11 positions on federal funds through August.

Franklin asked if it is, basically, a budget amendment. Joslin said yes, that because of the way the Commission is appropriated the money, there is a cap on how much the agency can spend on Personnel and each of the other categories. Joslin said that even though that is set by the Legislature, the Board has the authority to move funds from one category to the other.

**MSC/Alldredge/Franklin** that the SFY2017 appropriation for the federal fund be adjusted by transferring unexpended funds through the fund hierarchy: personnel, operating, capital, and T&B, if needed to implement the year-end spending plan.

*Motion unanimously carried.*

**B. Program**

**1. LSTA 5-Year Plan, FY2018-2022 (Board Document 17-60)**

Joslin noted that this plan builds on the recent five-year evaluation of LSTA, and that Bailey-White jumped into her new position by writing the 5-Year Plan. The Board Document reflects the current draft. There are a few other elements that are required by IMLS, but the mission and goals will not change.

Bailey-White noted that the new approach aligns more closely with statewide goals in supporting college and career readiness and furthering economic and employment development. The Commission has always supported college and career readiness but has not spelled it out as a high-priority goal. Bailey-White said “economic and employment development” were added based on the work Biladeau is doing with the Department of Labor on the Workforce Innovation and Opportunity Act (WIOA). The Plan is short compared to previous years, but it is readable and useable. Bailey-White added that she is working on the required State Strategic Plan, which will be closely align with the LSTA Plan. Joslin noted that the Plan is due to IMLS the end of June.

**MSC/Mecham/Alldredge** that the mission and goals of the draft FY2018-2022 5-year LSTA plan as described in Board Document 17-60 be approved.

*Motion unanimously carried.*

**C. Grants**

**1. LSTA applications received -- information item (Board Document 17-61)**

Joslin noted the Board Document is the list of applications received since April and that the continuing education grants continue to be popular with the library community and well-used. Based on the feedback and follow-up evaluations, the grants definitely help increase the skills of library staff in all types of libraries throughout the state.

Allredge noted that he had never seen an application rejected and wondered what would qualify for rejection. Biladeau explained that one of the applicant’s first steps is to contact the CE Consultant to make sure what they want to do is in line with the grant requirements. Biladeau said for the first-time conference attendance grants, requests have to be library-related. And the requestor has to demonstrate how they will use the skills they learn at the conference to help a specific target audience improve their lives. Biladeau noted that there is a lot of “up-front” work to support an eligible project.

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

**A. Finances**

**1. FY2017 Object Transfer (Board Document 17-62)**

Held noted that object transfers seem to be standard operating procedure at year end.

Dubois noted that with the retirements and vacancies, he anticipates between \$11 - 20,000

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will be available to transfer out of Personnel. Dubois does not anticipate spending all of it, but it will depend on the invoices that are received prior to June 30.

Raffee asked if the \$11-20,000 would allow for the move to Outlook. Dubois clarified that it is Office 365 that will be required by FY2020. The Commission checked with the Department of Administration (DoA) about moving that forward, but they cannot get the product to the Commission before the end of June. Dubois anticipates using some of the funds to replace office items, and also to supplement a Read to Me project to reach more children.

**MSC/Raffee/Mecham** that the FY2017 state general fund appropriation be adjusted by transferring any unexpended personnel funds to operating and/or capital outlay, and transferring any unexpended funds in operating to capital outlay to implement the year-end spending plan.

*Motion unanimously carried.*

### B. Program

#### 1. Strategic Plan, FY2018-2021 (Board Document 17-63)

Joslin noted that the requirements for the state strategic plan are different than for the LSTA Plan. One difference is in years -- the state plan covers four years, the LSTA Plan is five years. Over the years, Marj (former Associate State Librarian) tried to make the two plans as similar as possible, but it became increasingly frustrating to do so. Joslin said the goals are the same, with one additional goal in the state strategic plan that deals with responsible government, which includes the Commission's compliance with the cyber security executive order.

Bailey-White noted that she is working on adapting the LSTA Plan to meet state requirements. The biggest change is moving "objectives" to "activities" and including who is responsible for completing them and by when. Bailey-White said none of the goals, objectives, or tasks have changed, but the language will be a little different. Also, the state strategic plan includes performance measures.

Held asked what the executive order on cyber security includes. Dubois responded that it initiates the 20 NIST (National Institute of Standards and Technology) requirements. Five of those requirements are to be completed this fiscal year. The executive order also requires adopting the framework that is being established for state agencies. The Commission is going to accomplish many of the NIST requirements by partnering with the Department of Administration, and the Commission has already transferred its server operations to them. Dubois said one of the requirements is that any device -- personal or agency -- that touches the state network has to be identified prior to the "touch," and there is specific software and hardware that are required. The Commission's initial cost would have been \$40,000, whereas under the DoA there will be a nominal fee. In-house implementation would have necessitated an additional staff member, and DoA has the expertise to better manage the whole process. Dubois said it will be a long process to implement all 20 items; just the planning process has taken an inordinate amount of time.

**MSC/Franklin/Raffee** that the mission, vision, and goals of the draft FY2018-2021 strategic plan as described in Board Document 17-63 be approved.

*Motion unanimously carried.*

C. Grants

1. **Education Opportunity Resource (EOR) Broadband Reimbursement -- information item (Board Document 17-64)**

Joslin noted EOR is the state program to reimburse schools and public libraries for non-E-rate ISP charges. Most of the FY2017 reimbursements have been processed. Two or three libraries have not sent in the necessary paperwork to get reimbursed. Dubois noted the total released to date is \$142,602.98, which is very close to the estimated amount.

Franklin said the total for Twin Falls didn't look right. Dubois explained that the participants submitted estimates of their annual broadband costs on which the first quarter payments were based. When the Commission received vendor invoices in the second quarter, it was determined that Twin Falls' actual costs were significantly lower. They will return funds because they were substantially over-paid in the first quarter. Lewiston will also return funds to the Commission for the same reason; actual costs for other libraries came in higher than estimated. Dubois said it has been an educational experience, especially in determining what the actual internet costs are. Some libraries didn't know how to read the invoices, and paid the total without recognizing that some costs weren't eligible for reimbursement. Joslin noted that the experience of the IT staff at the Department of Education (SDE) is very similar.

Joslin noted that in reference to the Board Document, the blank lines indicate libraries that have chosen not to participate. For the most part, they are not applying for E-rate, so they are not eligible for EOR. A few do apply for E-rate, but for whatever reason -- at least this first year -- chose not to request state reimbursement for the balance.

Joslin said she identified the larger libraries that are not participating, and all but one of the nine are city libraries. Some of those are part of a larger city-wide network, and there are challenges to applying for E-rate in that situation. Joslin said she plans to contact those directors to ask if they are contemplating participating in FY2019. If one of the larger libraries chose to participate, the Commission would not have enough funding for all reimbursements at the current appropriation level.

Joslin noted that SDE is planning to make changes to the way it implements the program for schools, and the Commission will try to mirror those as much as makes sense. One major change may be to make only two payments per year, and base those on actual invoices rather than on the initial E-rate estimate. Joslin anticipates that more libraries will participate in the program in FY2018.

Dubois noted that since this is dedicated money that is passed through directly to libraries, any residual money will revert back to the state. Any time the Commission approaches using all of the funding, to within 10 or 15 percent, we should consider an enhancement to increase that funding.

Held noted that it is certainly a great opportunity for libraries to get \$150,000 a year that wasn't there before, and then the E-rate portion is four times that. Joslin confirmed that the state's average discount is 73 - 74 percent for E-rate across all schools and libraries.

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Mecham asked if any restrictions were anticipated, such as deadlines or having libraries identify E-rateable items. Dubois said that having Dylan Baker on staff is tremendously helpful, particularly as he comes from a library environment where he worked with the E-rate process. Baker is working with the libraries much more closely than was done before. Dubois does not anticipate setting a deadline for libraries to request reimbursement. Dubois said when the Commission gets eligible invoices, it will process the reimbursements.

Joslin noted that a broadband toolkit for small and rural libraries was developed through an IMLS grant, and she worked to get Idaho included in testing the pilot toolkit. Baker has visited six small libraries and spent several hours at each one working through the toolkit with the librarian. Baker found the toolkit very helpful, and it is undergoing further revisions, based on feedback from the pilot. Mecham noted that is really needed, especially considering how many of Idaho's small libraries are staffed with volunteers.

### **2. School library access minigrants --information item (Board Document 17-65)**

Bailey-White noted this is the sixth year the Commission awarded minigrants to elementary school libraries. It is one of the Commission's most successful programs, which provides incentive for libraries to change their practices and policies. In addition to the funding, a full day of training is provided to library para-professionals who don't have experience in areas like book selection, weeding, etc. Bailey-White noted another point of emphasis of the training is the importance of allowing students from kindergarten on to check out books to take home. The program was started after a survey of all of the elementary schools in the state showed that many did not allow kids in the lower grades to check out books -- partly because of minimal collection budgets. The program is demonstrating to principals and teachers how important it is to give kids access to books early. Bailey-White said that in addition to the \$125,000 awarded for books, \$75,000 was awarded to enable 15 schools to provide access to their collections over the summer.

Held noted that almost half of the requests for summer access were declined. He asked how the determination was made regarding which libraries were awarded the funding. Bailey-White replied that the grant selection committee uses a rubric to score the grant requests, and part of the criteria is geographical, to spread the money throughout the state. The awards are also based on need. The committee considers the number of children who receive free/reduced lunch; along with how the library spent their money from the first year -- did they keep their policies in place and are they continuing to allow kids to check out books to take home. Other considerations are if the school library is working closely with the public library to avoid duplicating effort, if they have plans for getting books to kids who don't have transportation, and if the school is in an area where it makes sense to be opened over the summer. Bailey-White said feedback is provided to everyone who is denied funding, and that several schools strengthened their request based on the feedback and were approved in a subsequent year.

Held asked if each school is allowed to get one of the school-year grants and one of the summer grants. Bailey-White said the Commission is still working on the plan for next year since they are starting to cycle through the schools. The Commission will look at other ways the schools can develop out-of-school reading times, which may be more year-round based

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and needs-based. There are no definite plans yet for the schools that have received two years of funding.

Alldredge asked if the schools have access to the scoring. Bailey-White said they do, and that the application shows how many points can be awarded for each statement. The Commission wants to build their skills in grant writing, as many para-professionals have never written a grant application before.

Held noted that based on the typical school's budget, getting one of these grants would be like winning the lottery.

Bailey-White said one of the biggest "ah hah" moments has to do with non-fiction because so many school librarians didn't realize how important it is to have good non-fiction for the younger grades, and how easy it is to find non-fiction -- which is part of the training provided. Good non-fiction is particularly important for boys, as they gravitate toward it, and there is a gap between boys' literacy versus girls' literacy. Part of the solution is offering kids great books that they are able to take home on a regular basis. Bailey-White said if kids aren't reading on grade level by the end of first grade, there is only a one-in-eight chance they will catch up to their peers without costly, direct intervention. This grant program is a low-cost strategy to accomplish that. Bailey-White added that it is also important to provide information to parents about the importance of reading to their kids on a daily basis.

Franklin asked where most school buy books. Bailey-White said there are a variety of vendors, which is also covered in the training, along with how they can use their money wisely.

Joslin noted that one of the biggest challenges to moving this forward is reaching the school principals so that more (ideally all) would be budgeting for the school library with district funds.

Raffee asked why that is the biggest challenge. Joslin said that most schools feel they have insufficient funding and many demands; often the library is one of those things that is deemed expendable. Some think that having books on the shelf is enough, no matter what they are or how old they are. It's challenging to help principals understand the importance of having high quality, age-appropriate materials for those early grades, and of making it a priority to fund. If a school's book budget from their District is \$100 or less, that will buy four or five non-fiction books for the whole school, for the whole year.

Mecham noted that through natural attrition, 1 percent of the collection will be lost. A big issue, particularly for elementary schools, is that of weeding and keeping books on the shelf that will interest kids. If you don't get rid of the old books that no one touches, it looks like you have a massive amount of books in your library and don't need any more. A lot of it comes down to appearance and perception. Most people still have not transitioned out of the idea that libraries are just a repository for books to the idea that libraries are where kids get their first introduction to information, in general. Kids find out if it is exciting in print or if it is really dull in print. Mecham said a lot of people who make decisions about budgets don't consider it that important.

**3. Summer STEM minigrants -- information item (Board Document 17-66)**

Joslin noted that at the last meeting, the Board approved the expenditure of funds from the STEM Action Center. The funds were passed to the Commission to implement, in conjunction with the STEM Action Center, the summer STEM programs in libraries throughout the state.

Bailey-White said the STEM Action Center provided \$30,000, in part to fund \$500 grants to 32 summer STEM locations. The Commission required the funding be used in the library's outreach programs. This will supplement what many libraries are already doing, and allow others to start incorporating STEM in their summer reading outreach programs, which typically reach the kids who are not coming into a public library over the summer and have high needs. Bailey-White said these kids would not have access to books or STEM activities without programs like these. The rest of the funding was used to support STEM activities in the Literacy in the Park program, which is done in conjunction with the Idaho Foodbank's summer program of providing lunches in parks and apartment complexes throughout the cities of Boise and Garden City. Bailey-White said the Commission hopes to reach many underserved children through these two programs.

Held noted the 32 schools run the gamut of the state.

Bailey-White offered to set up a visit for any of the Board members who wished to see the program in action in their area. Held and Raffee expressed interest.

**VII. State Librarian's Report**

**A. Operations**

**1. Partnership development -- information item (Board Document 17-67)**

Joslin noted the Commission's growing efforts to reach out to other state agencies and organizations, and that Biladeau is responsible for coordination, developing relationships, and responding to those that contact the Commission about partnership opportunities. Biladeau, with staff input, is compiling a partnership list and will keep it up to date.

Biladeau noted that the Commission's existing partnerships have leveraged approximately \$190,000. For example, the Department of Education contributed \$15,000 to help support the Commission's school library summer summit.

Biladeau said that everyone has a different idea of what the word "partnership" entails, so she is working to describe different types of working relationships ranging from grantee to co-sponsor to true partnership.

Raffee noted that the list is eye-opening. Raffee asked if they were hard dollars. Biladeau said yes, in the dollar column, they are hard dollars.

Raffee noted that in some of the "notes" sections, there were other items listed such as park passes, back-packs, etc., which seem to be "in-kind" donations. Raffee asked if there could be a column on future reports that calls out such in-kind services/donations. Biladeau said that it is her intention to build-out the document with those types of details.

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Raffee asked for trend data, so it would be clear when the Commission is developing a stronger partnership or when a partnership is at risk of disappearing. Biladeau noted that was another column of information she had thought of including.

Alldredge asked about recognition of partnerships with companies that aren't state agencies, like that with KPMG. Biladeau said that's done for the individual program activities when there is printed material. Bailey-White noted the Commission tries to recognize contributions in various ways, for example yard signs for Literacy in the Park.

Raffee complimented the whole team for making the partnership list a priority for many people, in the last year, especially. Raffee said it is a smart, long-term investment.

Chairman Held called for a break 11:18 a.m. MT. Reconvened at 11:30 a.m. MT.

Alldredge noted he had to step out at noon.

### **B. Management Team members' reports -- information items**

Dubois noted he is closing out the current fiscal year and getting ready to open fiscal year 2018 in July. Budget documents for FY2018 are being compiled and will be given to the Board. The process has begun to comply with the NIST cyber security requirements through the Department of Administration; DoA will be upgrading their servers with the \$36,000 replacement funds that the Commission was appropriated for FY2018.

Biladeau described the on-going process with the Workforce Innovation and Opportunity Act (WIOA), working with the Department of Labor. More information will be coming out about how libraries can participate, and there will be a workshop at the ILA Fall Conference on WIOA, called "Bricks, Clicks, and Connections." Biladeau noted that she and Joslin met with the Small Business Development Center and learned about the Small Business Innovation Roadshow. Biladeau attended the Colorado Dialogue on Public Libraries. As follow-up to its "Re-Envisioning Public Libraries" initiative, the Aspen Institute is helping states convene a dialogue among folks -- they had public and private entities, representatives from the legislature, the governor, etc. -- about the library role in developing resilient communities. Biladeau noted the Commission's work with leadership development within the library community is very important in helping with resiliency. Biladeau noted that a new CE Consultant has been hired, so she will be transitioning out of the continuing education role soon to focus on outreach.

Bailey-White reported that she went to Sacramento, where the California State Library hosted library development directors from 17 states to: share what is going on in their state; collaborate; and talk about the LSTA plans that they are all working on, which included suggestions for improving the process. Bailey-White noted that the California State Library picked up all of the expenses for the meeting.

### **C. Personnel Report -- information item (Board Document 17-68)**

Joslin noted that with Biladeau moving into the Program Supervisor position, the CE position became vacant. The position was advertised nationally, and Gina Persichini, who has been with the Commission since 2002 as the Networking Consultant, was selected. Now Persichini's position is open, and the Commission is looking at reclassifying it from Consultant to Librarian. The Receptionist

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left for a better-paying position at BSU, and Sheila Winther, the Commission's long-time Volunteer Coordinator, is retiring. After a national search, the Commission hired Emily Sitz for the Northern Field Office. She comes from Kansas with a very high recommendation from the State Librarian there. Kristina Taylor moved into the Project Coordinator position that Bailey-White vacated, which is a lateral transfer, as is Persichini's move into the CE position. Joslin noted there will be more retirements as the year proceeds.

Held noted that the chance to move laterally is nice, as is bringing someone in from the outside, if they are the best candidate.

- D. State Librarian's travel report -- none
- E. Other -- none

### VIII. Old Business

#### A. **FY2019 enhancement update -- discussion (Board Document 17-69)**

Joslin noted the understanding after the April Board meeting is that the Commission's first priority is again to request moving TBS from federal to state funds, with all six positions as opposed to doing it in phases. There is the prospect of LSTA funds being reduced, if not eliminated, along with IMLS as an agency. Also, the program is meant to be a state and federal partnership, and since 2009 it has been all federally funded. The Board Document reflects current estimated costs.

Joslin said the understanding of the number two priority is a support staff person, primarily to help with the broadband reimbursement, and also to support other activities in Dubois' administrative area. Fiscal support is down two positions since the time Dubois started with the Commission, and he does some tasks that other small agencies assign to support staff. Joslin noted that additional activities in the EOR process are expected, as well.

Joslin noted that implementing Office 365 is the number three priority.

Joslin said that the Commission staff is recommending removing from the list the enhancement request for the statewide e-books collection, which focuses on more resources for emerging readers. Joslin suggested that some of the LSTA money freed up by moving TBS to state funds, assuming it is still there, would be directed to developing this e-book collection.

Joslin noted that in regard to the cybersecurity requirements, the Commission will not be charged additional fees by the Department of Administration for FY2018. The Commission has not yet been given any idea of the cost of ongoing services they will provide the Commission in FY2019.

Joslin noted in mid-May the window closed for applying for E-rate for the coming year. Baker determined the maximum the libraries can request for EOR reimbursement comes very close to the \$180,000 the Commission has for FY2018. This would mean if any additional libraries decided to apply, or increased their request for bandwidth, requests would likely exceed that amount in FY2019. Joslin recommended including an enhancement request for additional EOR reimbursement funds in T&B. Joslin and Baker will determine an estimate of what the demand might be. The statute says schools and libraries will be reimbursed for their non-E-rate costs, so if the Commission doesn't have enough funding, Joslin suspects a supplemental request at the beginning of the 2019 legislative

session might be a possibility. With the change that was made this year to include the potential for reimbursing Wi-Fi with remaining funds, there will likely be a demand for that, as well.

Joslin noted that a decision of FY2019 enhancements will be needed at the Board's August meeting.

**IX. New Business**

**A. Board member engagement -- discussion (Board Document 17-70)**

Joslin noted the discussion at the April Board meeting, largely in the context of the federal "skinny" budget, the potential demise of IMLS and LSTA funding, in terms of what board members can do. ALA offers many resources around library advocacy and their handbook is available online. Joslin sent the Board a page in which ALA describes the different groups who are/should be library advocates from their point of view. Joslin also distributed the "leading with intent" document from BoardSource, the results of a survey of some 800 non-profit boards about their practices. This publication explains what they found, and then why it matters for boards to do these things. Joslin drew the Board's attention to the "why it matters" section, as many of the boards surveyed are not doing what are seen as best practices. Joslin noted the concepts under ambassadorship are most closely aligned with advocacy and board members advocating in order to further the mission of the organization over which they have governance. Joslin said that the Commission's consultants, particularly the Public Library Consultants, talk with library directors and boards about their roles in advocating for the library whenever they can. Joslin noted the definition of advocacy can be pretty wide, but public library board members are the community representatives to the library and they also represent the library back to the community.

Held encouraged all the Board members to read through the document and pick one item they want to work on before next meeting and let everyone know how it worked. Joslin noted that Franklin had already done something and invited her to talk about it.

Franklin said that during a recent trip to Washington, D.C., she took the opportunity to go to a monthly breakfast with Idaho's members of Congress to which Idahoans visiting the Hill are invited. Franklin gave the members a copy of the Idaho at a Glance public library issue, with a handwritten note to please sign the "Dear Appropriator" letter in support of LSTA funding. Franklin met with Congressman Simpson, who said he had recently met with Joslin, and that he needed to come visit libraries. Franklin invited him, as well.

Biladeau noted that to date, 100 people have registered for the Trustee Connections workshops, and advocacy will be a topic of discussion. Joslin noted that at the October ILA Conference in Boise, there will be a pre-conference on advocacy, with good information, drawing on the highly regarded work of the Aspen Institute and David Lankes.

**B. Election of officers (Board Document 17-71)**

Held noted that the usual practice is that the person serving the last year of his/her 5-year term serves as Chairman, and the one in the fourth year of his/her term serves as Vice-Chairman. Held noted it did not have to be done that way, but that is what the Board has been doing. Held said his term expires at the end of this month. Joslin noted that the paperwork with the Board's support of Held's re-appointment will be submitted to the Governor's office for consideration.

Held opened nominations for Chair.

Franklin nominated Raffee as Chair of the Board of Commissioners for SFY2018.

Mecham moved nominations close.

The vote was unanimous in favor. (Aldredge was out of the room.)

Held opened nominations for Vice-Chair.

Franklin nominated Aldredge as Vice-Chair of the Board of Commissioners for SFY2018.

Mecham moved nominations close.

The vote was unanimous in favor. (Aldredge was out of the room.)

X. Executive Session [IC 74-206(1)(b)] -- none

**XI. Adjournment**

Held adjourned the meeting at 12:14 p.m. MT.

Next scheduled meeting: August 4, 2017 -- Conference Call

The agenda will include approval of the submission of the budget. Franklin will not be able to participate.