

THE Envoy

Vol. 1, No. 3 Summer 2009



Spotlight on ICFL Commissioners

Idaho Commission for Libraries (ICFL) board member Larry Weeks has two roles at ICFL: in addition to serving on the board he volunteers as a narrator and reviewer for the Talking Book Service (TBS), recording local and Northwest histories and other non-fiction publications.

In 1992 one of this Boise attorney's clients, who was running the TBS sound booth, encouraged him to audition as a reader. Weeks passed the audition and has volunteered at ICFL since. When Volunteer Coordinator Sheila Winther told him about an opening on the board,

he applied, and has served as an ICFL commissioner for the past 13 years. Weeks was recently appointed to his fourth term.

What motivates Weeks to volunteer so much time for the benefit of libraries? He tells how, as a grade-schooler, he frequented the Twin Falls Public Library. A librarian noticed his advanced reading interests and began suggesting books for him, telling him that if he had questions or didn't like her selection to come back and discuss it with her. This reader's advisor instilled in him the value of reading, and he was influenced to pursue an undergraduate degree in English Literature and History as a result of this early reading experience.

Weeks brings years of experience as an attorney to the ICFL board, which makes him sensitive to the legal aspect of many issues. He also served as deputy attorney general to the Idaho Department of Employment and as staff counsel



Larry Weeks has been an ICFL Commissioner for 13 years and a TBS volunteer for 17 years.

to the Idaho Public Employees Association, and remains an advocate for employees.

Weeks believes the biggest challenge the Commission currently faces is the budget. Also challenging are the continual changes, and preparing for situations that don't even exist today. Weeks says that ICFL has the opportunity to maintain its critical value to state government, in part because of the switch to digital systems, such as with TBS and the state publications digital repository, but also because of ICFL staff experience and adaptability.

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Sustaining our history, empowering our present, and creating our future through advocacy and partnerships

**Idaho Commission
for Libraries**

325 W. State St.
Boise, ID 83702-6055
208-334-2150;
1-800-458-3271
<http://libraries.idaho.gov>

Mission:

The Idaho Commission for Libraries assists libraries to build the capacity to better serve their clientele.

Commissioners:

Pete Black, John Held,
Bruce Noble, Sara Staub,
and Larry Weeks

State Librarian

Ann Joslin

Commission Contacts:

- Amy Vecchione, digital documents librarian
- Anne Abrams, advocacy and marketing consultant
- Betty Hoffman, support services supervisor
- Charlotte Fowles, electronic service librarian
- Danna Angevine, state publications, cataloging, and acquisitions librarian
- Erin McCusker, southwestern Idaho library consultant
- Frank Nelson, southeastern Idaho library consultant
- Gina Persichini, networking consultant
- Jan Wall, northern Idaho library consultant
- Marjorie Hooper, associate state librarian
- Pam Bradshaw, program supervisor
- Peggy McClendon, reading programs coordinator
- Richard Wilson, associate state librarian
- Shirley Biladeau, continuing education consultant
- Sonja Hudson, grants/contracts officer
- Staci Shaw, reading programs coordinator
- Stephanie Bailey-White, reading programs coordinator
- Sue Walker, Talking Book Service consultant
- Teresa Lipus, public information specialist

Update on CIS and IdahoWorks project

A one-year subscription to the Idaho Department of Labor's Career Information System (CIS)—a comprehensive, computerized information system for career exploration and planning—will be offered free to public libraries in Idaho from September 1, 2009 to August 31, 2010. In addition, the Department of Labor will train participating library personnel on CIS and IdahoWorks, its primary Internet workforce development site.

The Department of Labor has teamed up with the Idaho Commission for Libraries to help Idaho libraries take advantage of these workforce resources. Libraries will be able to access a preview of CIS to determine if the database meets their patrons' needs. Below is the timeline for the project:

- By June 30, 2009: Libraries preview CIS by requesting a password and login information from ICFL Continuing Education Consultant Shirley Biladeau at 208-639-4149.
- By July 15, 2009: Libraries interested in continued CIS access request training and sign a memorandum of understanding (MOU).
- By August 15, 2009: Libraries register via Eventbrite for CIS/IdahoWorks training.
- September 2009: Library staff members attend free training held throughout the state.
- August 31, 2010: The CIS free subscription ends. IdahoWorks is still available for free.

The purpose of this project is to bring career development, employment, and unemployment benefits resources to the citizens of Idaho via public libraries by providing access to CIS and training for both the CIS and IdahoWorks databases.

CIS is a system for career development that helps people to:

- explore career opportunities
- find educational programs related to those opportunities
- make successful career decisions and educational plans
- find work

Visit www.idahocis.org.

IdahoWorks is an online workforce service where

- job seekers can create resumes and profiles, and find jobs
- unemployment benefits users can file claims, check benefit eligibility, and review payment summary
- employers can list jobs, manage Job Listings, review candidate lists, and screen resumes

Visit <http://labor.idaho.gov/iw/>.

The role of library staff is to become familiar with CIS and IdahoWorks, provide guidance for patrons using these databases, and promote CIS and IdahoWorks so patrons know they are available.

For more information visit <http://libraries.idaho.gov/page/career-information-system-idaho-works/> or contact Shirley Biladeau at 208-639-4149 or shirley.biladeau@libraries.idaho.gov.



Election news

Burley Public Library

On May 26, Burley citizens approved a two-year operating override levy. The \$210,000 annual increase for the next two years will begin in February 2010 and will continue funding the library services and programs voted for with the 2007 levy increase. Of the 306 who voted, 193 voted in favor of the library levy while 113 voted against it. The only other ballot item, a proposal for the city to enter into a contract with the Bonneville Power Administration, also passed.

The library board, Friends of the Library, and other library supporters went on TV and radio, and placed ads in the local newspapers. There was also a concentrated door-to-door campaign. Pleased with election results, Burley Mayor Jon Anderson said, "A library is one of the most important things a community has."

A bond for a new library building is expected to be voted on in about a year.

North Canyon County Library District

Despite a strong volunteer effort, voters in Notus, Greenleaf, and other parts of northern Canyon County rejected the creation of a North Canyon County Library District 118-408 on May 26. The proposed district, which would have increased property taxes on a \$120,000 home by \$36 a year if the district was funded at .06 percent, included Sand Hollow but not the Canyon County towns of Wilder or Parma. Funds were intended to preserve the city library in Notus, expand library hours, and extend library services to Greenleaf and Farmway Village.

Voters also rejected the Rural Fire Fighting District levy increase, the other initiative on the ballot. The North Canyon County Library District Committee is asking for input from the voters who turned down the bond levy. District supporters will consider the community input and develop future plans accordingly.

Snake River School Community Library

Snake River School District voters approved a \$17 million bond, with 80% of voters in favor of the proposal. A two-thirds supermajority vote was needed to approve the bond. The count, 836 yes and 206 no, was a significant approval rate, considering the difficult economic conditions. The district facility improvement committee promoted the bond by inviting patrons to five informational meetings held prior to the election. The committee and other volunteers called registered voters during the week prior to the election, providing information and reminding people to vote.

The project includes improvements to the Snake River School Community Library, adding approximately 2,000 sq. ft., restrooms, a community learning lab, and additional parking. Director Sherrilynn Bair believes that enthusiastic participation from their Every Child Ready to Read program (sponsored in part by Read to Me) helped convince voters that they needed more room.

Are you applying for E-Rate funding?

This year, 2009-2010, 21 libraries were funded in Waves 1-3 of the E-Rate funding for a total of \$85,355.89. These are:

Aberdeen District Library, Ada Community Library, Boundary County District Library, Burley Public Library, Clarkia District Library, Clearwater Memorial Library, DeMary Memorial Public Library, Grangeville

Centennial Library, Leadore Community Library, Meridian District Library, Midvale District Library, Mountain Home Public Library, North Bingham County District Library, Payette Public Library, Plummer Public Library, Salmon Public (Lemhi County District) Library, Tensed-Desmet Community Library and Tri-Community Library (Benewah

County District), Twin Falls Public Library, Weiser Public Library, and West Bonner Library District.

If you're not applying for E-Rate, contact ICFL consultant Jan Wall at jan.wall@libraries.idaho.gov or 866-212-0646, or visit <http://libraries.idaho.gov/landing/e-rate/> to see if it might be worthwhile to apply for E-Rate funding for next year.

“United We Serve” at Idaho Libraries

The American Library Association (ALA) is working with the White House, in partnership with the Corporation for National & Community Service, to involve libraries in a national volunteer initiative that runs from June 22 to September 11, 2009.

The White House announced a call to action and challenged everyone, from across the country, to participate in the summer service initiative “United We Serve.” The president asked people go to www.serve.gov, a clearinghouse of volunteer opportunities, where they will be directed to volunteer opportunities in their communities.

The ALA is encouraging libraries to post volunteer opportunities at this site, with the hope that it will bring new people into libraries and further advocacy efforts.

The ALA set up a webpage at www.ala.org/unitedweserve/ with more information about the initiative, as well as resources, an activity wiki, and an online form for your volunteers to share stories.

On September 11th, 2009, President Obama plans to hold an event to celebrate the success of the United We Serve initiative. ALA is hoping to share library success stories and have President Obama highlight library stories during the event.

Following are links to some additional resources to help you get started if you are new to recruiting and managing volunteers:

- Energize (www.energizeinc.com) is a resource for volunteer managers, with a library on current volunteer-related issues.

- Points of Light (www.pointsoflight.org) is a national organization to promote volunteerism and support volunteer managers.
- The WebJunction pathfinder (www.webjunction.org/volunteers/) links to WebJunction resources and other outside links regarding volunteers.
- At Volunteer Match (www.volunteermatch.org) volunteers can search for opportunities and volunteer managers can post their volunteer needs.
- The Governor’s Commission on Service and Volunteerism is found at www.serveidaho.org.

Volunteer Fair

On May 16, the Idaho Department of Labor held a Volunteer Fair in Meridian, providing people with an opportunity to explore volunteering as a way to use their skills for the benefit of others as well as keep them connected in their communities. It was also an opportunity for nonprofit and government agencies to promote their organizations and recruit capable volunteers into a variety of positions.

ICFL staff members Tina Schilling and Volunteer Coordinator Sheila



ICFL staff at the Department of Labor Volunteer Fair in Meridian

Winther were on hand to inform the fair attendees about all of the services and programs offered by the Commission, and to hand out



Handing out literature on LiLI, Talking Book Service, Read to Me, and other ICFL projects

volunteer applications. As a result, several new volunteers are already coming in to ICFL and working on various projects.



Idaho Library Law changes

Open meeting law changes

SB1142, effective July 1, 2009, affects boards of all city and district libraries and amends provisions of open public meeting laws relating to agendas, minutes, executive sessions, and violations:

- **agendas**—An agenda notice must be posted at least 48 hours prior to meeting and amended only as follows. If the agenda is amended:

- more than 48 hours before the meeting (or 24 for a special meeting) and the agenda is already posted, post the amended agenda and no vote is needed to accept the amendment.
- less than 48 hours before the meeting (or 24 for a special meeting), post the amended agenda and then vote during the meeting to accept the amendment.
- at the beginning of the meeting, make a motion stating the reason for amendment and state the good faith reason why the item was not included. Then vote to accept the amendment.

- **meeting minutes**—Minutes pertaining to an executive session must include a reference to the specific statutory subsection authorizing the executive session and must also identify the purpose and topic of the executive session.

- **executive sessions**—An executive session excluding members of the public may be held, but only for the purposes and only in the manner described in section 67-2345 of the open meeting

law. The motion to go into executive session must identify the specific subsections that authorize the executive session. There must be a roll call vote on the motion and the vote must be recorded in the minutes. An executive session requires a two-thirds vote. It is a violation to change the topic within the executive session.

- **violations to the law**

The civil penalty for violating the open meeting law was set to a maximum of \$500, with the penalty for the first infraction, whether deliberate or not, being set at \$50.

A violation may be cured if

- 1) the public agency recognizes the violation and within 14 days declares void all actions taken at or resulting from the meeting in violation of this act or;
- 2) if, within 14 days of receiving written notice of an alleged violation, the governing body responds publicly and either acknowledges the open meeting violation and states an intent to cure the violation or states that the public agency has determined that no violation has occurred and that no cure is necessary.

A cure of a violation will act as a bar to the imposition of civil penalties.

Libraries have been sent information via LibIdaho regarding

changes to the open meetings law and the changes are posted on the ICFL website at <http://libraries.idaho.gov/page/library-laws>.

After July 1, 2009, the *Idaho Open Meeting Law Manual* (www2.state.id.us/ag/manuals/index.htm) will reflect these changes to the law.

Election law changes

HB372, effective January 1, 2011, changes election laws and affects libraries by:

- providing that county clerks shall administer all elections on behalf of any political subdivision
- limiting elections to two dates in each calendar year
- increasing trustee terms from five to six years
- designating odd-numbered years for holding library trustee elections

Find Full Bill Information, with additions and deletions, at: www.legislature.idaho.gov/legislation/2009/H0372.htm.

Because the election law changes do not take effect until January 1, 2011, the Idaho Commission for Libraries will not print a revised version of the *Idaho Library Laws* manual until 2010, when these changes can be incorporated.

Idaho Commission for Libraries
325 W. State St.
Boise, ID 83702-6055

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Resources for library trustees

Strategic Thinking

Joan Frye Williams and George Needham created a three-part series discussing a checklist they developed on strategic thinking. As they presented their Infopeople workshop on Strategic Thinking, they developed a set of questions libraries need to ask themselves when allocating resources.

The first podcast looks at the question, "Will it show?" In tough times, you need to get credit for what you are doing right. So, you need to make sure your stakeholders can SEE what you are doing. Listen as George and Joan discuss how best to go about doing this.

In the second podcast, George and Joan continue the three-part

series by asking the question, "Can it grow?" Does it have a future, and do you have the resources to continue the project if it's wildly successful?

In the third podcast, George and Joan conclude their series by addressing the question, "Does it flow?" Are you creating services that fit into the flow of what people expect? Does it move your library into the mainstream of what people want to do when they're at work, school, or home? Information used to be considered scarce and time limitless. Now it's the reverse. People want convenient access to library resources without having to take time to be trained to find and use them. As a result, we need to be more aware of the delivery.

Access these timely discussions at: www.infoblog.infopeople.org/category/george-and-joan/.

Effective Governance for Rural Libraries

Find this on WebJunction Idaho: The concept paper by Patricia H. Fisher, Ellen G. Miller, and James Connor outlines the Program for Effective Governance (PEG) that rural boards can use to empower their directors and front-line staff to improve their own libraries and/or their communities. The proposed model includes an "A to Z" set of actions, a phased implementation plan, and the importance of including "a helper or facilitator" in the game plan. Find the document at: <http://id.webjunction.org/rural-archive/articles/content/452336>.