

**Idaho State Library**  
**LiLI ADVISORY BOARD MEETING**  
**Minutes**  
**November 4, 2004 ~ 9:00 am – 4:00 pm**

**Meeting attendees:**

LiLI Advisory Board Members:

Ruth Funabiki, University of Idaho Law Library  
Edit Szanto, College of Southern Idaho  
Ron Force, University of Idaho  
Mary DeWalt, Ada Community Library  
Cora Caldwell, Gooding High School

Julie Woodford, Burley Public Library  
Marcia Beckwith, Boise School District  
Kay Flowers, Idaho State University  
Tim Brown, Boise State University

Guests: Nancy Szofran, Office of the State Board of Education  
Kathleen O'Connor, WIN (Washington Idaho Network)

ISL Staff:

Gina Persichini, Networking Consultant  
Stephanie Kukay, Research Library (Facilitator)  
Frank Nelson, Field Consultant  
Erin McCusker, Field Consultant  
Marj Hooper, Continuing Education Consultant

Ann Joslin, Associate State Librarian  
Sonja Hudson, Grants Officer (Recorder)  
Jan Wall, Field Consultant  
Anne Abram, Marketing and Advocacy Consultant  
Michael Samuelson, Web Design Specialist

**LiLI Advisory Board Representation – Gina**

Charlie recently approved a recommendation to alter the representation on the LiLI Advisory Board to allow for wider representation of consortia in the state, permanent seats for the director of the largest academic libraries, more representation from school libraries, and more representation from all geographic areas of the state. This new design is effective immediately; it adds 3 additional representatives.

Joe Reiss has agreed to serve representing public libraries in the North region and CIN. Edit Szanto has agreed to fill an at-large seat. From CSI, she represents small academic libraries and south central Idaho.

We have also extended an invitation to Mary Ann Funk to represent school libraries in the North and the VALNET consortium members. We do not yet have a definitive response from Mary Ann.

We currently have 2 existing school representatives from the southwest region. As seats become available in the future, and provided we are able to identify a willing occupant as a school representative from the East, we will fill that seat as one becomes available.

**State Library Update**

We have started into the 2005 LSTA Grant cycle. We had 11 applications. Congress has not approved the appropriation for FY2005 but there is a projection that Idaho will be receiving an increase. The Board approved using some of that increase for the LiLI Unlimited project.

As a result of budget cuts several years ago, the Board has changed the mission to "Building capacity to better serve clientele." We have contracted with Mary Bushing to help us understand how members of the Library community in Idaho get their professional development. Mary will provide an assessment of the collection. In looking at what we have left in the collection and looking at the low circulation statistics, we don't know how people are getting their information. WorldCat and the upcoming group catalog should improve the accessibility of the collection.

As you know for two years we had no appropriation for our collection and at the last minute last year JFAC added \$40,000 to our capital budget for materials. This was considered capital, and it may be removed this year.

We are in the process of seeking approval from the State Board of Education to amend our budget request. We now understand that the Historical Society's new space will be completed before the end of the fiscal year and should be moving out. We want to request to pay rent on their vacated space in this building. We're not sure what the process will be for gaining that approval.

We have taken the first steps in planning for another statewide futures event. We brought a small design committee together to meet with Glen Hiemstra to discuss what another futures conference might look like. We've been hearing from several different areas of the state that a considerable time has passed since the last event and that it could be useful to have another event.

### **Update on the Gates Foundation's Staying Connected Grant Program**

The check is in the mail for \$211,000 + from Gates for the Staying Connected Grant Program. There are several different aspects that focus on public access computing. Twenty public library buildings will benefit from the funds to enhance their Internet connectivity to a high-speed, dedicated connection. There are still areas of Idaho where a high-speed Internet connection is not a possibility. Another part of the program is replacing computer workstations in chronically poor areas. We identified Butte, Clark, Idaho, Latah, Madison, Owyhee, Power, and Shoshone counties as eligible for these funds. We requested funding for workstation upgrades to cover all the public libraries in those 8 counties. Training support is the final portion of this grant. This training will include e-course support as well as other forms of network training.

### **Statewide courier service update**

Following up from our last meeting, we have submitted 6 potential dropsites in the southern Idaho for consideration as "preferred" but not "required" dropsites in the next ORBIS request for proposal. Those sites are University Place – Idaho Falls, ISU – Pocatello, CSI – Twin Falls, Boise State University – Boise, Caldwell Public Library – Caldwell, and Meadows Valley District Library – New Meadows.

It was decided that, in addition to pursuing service directly through the ORBIS contract, LiLI would also seek quotes for statewide delivery in Idaho. Since it is most desirable to have the service beyond Idaho, we will **ask ORBIS to include the Boise dropsite as "required."** This will make it easier to hook up with ORBIS in the future.

**Kay Flowers, Julie Woodford, and Ruth Funibiki will work together to create an RFQ.**

## Digitization Projects around the State - Information

Southeast Idaho Images. This group has come up with a set of standards. They are using the same standards as the Mountain West Digital Library. They are now looking at several products to see how they meet our standards. Standards should be available for review at the ILA Spring Conferences. The project is building toward the Handbook of Idaho; something that links historical information of Idaho which can be used by anyone.

LiLI Quick Docs. A new project seeking LSTA funds to create a digital database of state documents.

University of Idaho project. The University of Idaho Library is working out a Memorandum of Understanding with Idaho Department of Fish & Game to make the content for Fish and Game Reports available on the University of Idaho Website, linked to the OCLC catalog records.

### **LiLI Databases**

Marketing Campaign - Anne Abrams shared information about the latest statewide marketing campaign for the databases. TV and radio ads will continue. An 8-minute video was produced and sent to all public and school libraries. The video is targeted to K-12 teachers. Attendees were shown a clip of the video. A new display is also available. It highlights resources for teachers; for their professional development and for use in the classroom.

Harnessing the Power - Charlotte Fowles

Charlotte has developed a workshop on information literacy, using the LiLI Databases. The workshop is being provided in all areas of the state this month and in February.

### **LiLI Unlimited**

Gina provided a handout outlining the implementation program of LiLI Unlimited. Ann Joslin and Gina have been meeting with the various regional library networks to discuss the program and get feedback from the consortia perspective. An ad hoc committee was appointed and met in Boise September 16<sup>th</sup>. Their charge was to make a recommendation of the group catalog scopes and a funding formula. Their recommendations were provided to the advisory board for further input.

The order form for group services with OCLC was signed. Invitations packets for Phase 1 libraries were sent out. Homedale High school was the first library to return the Participant Agreement for LiLI Unlimited.

### **Integrity of the Statewide Database**

Gina shared questions that have come up on a number of occasions about database integrity. Some have wondered if Idaho will develop statewide standards for cataloging to maintain integrity of the database.

It was confirmed by OCLC that substandard cataloging will be rejected by the system during batchload projects. Too, OCLC already has cataloging standards for the WorldCat database. Should a user find a bad record in WorldCat, there is a system in place to report those records online.

The biggest risk is libraries attaching their holdings to the wrong record during copy cataloging. This should be addressed through training.

There are Idaho authorities. They have been made available in WorldCat. We should educate others about the Idaho list of authorities and make a concerted effort to use them. In determining how best to make this information available to others, it was decided that a newsletter article describing the authorities and where they can be found would work. **Gina will ask Barbara Greever at University of Idaho if she could write this.**

An idea was discussed to consider a MASH team to help small libraries catalog. Particularly for libraries that have not yet automated; we are opening up a whole new area of ReCon. We could assemble some volunteers to go in and assist libraries with their ReCon. We would need to seek a way to cover travel for participants.

It could be considered CE. We could create common training materials so there is a consistent message. Perhaps even developing 4 triage groups in different areas of the state to provide this service.

We might look more closely at what ValNet does with their cataloging mentor system. When they bring someone on they have to work with a cataloging mentor for a period of time.

### **Resource sharing**

Even with National ILL Code, Gina is recommending the development of Idaho guidelines for ILL. There used to be an Idaho ILL Code, but it is currently more than 20 years old. The Academic Division of ILA was going to update it, but the task has not yet been completed. Gina recommends some guidelines that identify responsibility for items, is specific to Idaho, and is directly attached to the LiLI Unlimited program would work best.

The guidelines would define terms such as interlibrary loan, intra-library loan, reciprocal borrowing and how each is applied. We could look at Montana's state guidelines, as well as other states, as a guide for developing an Idaho document.

### Next steps:

**Gina will send a request to ILA to inform them of our plan to create an ILL Guidelines associated with the LiLI Unlimited program and request they consider adopting it in place of the outdated ILL Code.**

**ISL will form a committee to create the ILL Guidelines for LiLI Unlimited; with a draft available at the next meeting.**

### **Providing reciprocal services in a multi-type environment**

While we have talked about extending the LiLI Express agreement to users less than 18 years of age in the past, reciprocal borrowing agreements within multi-type library organizations are running into this issue again.

Open discussion:

- We used to go specifically through the high school, but now we get the parent to sign for a card since those under 18 can't sign a contract. If I have a kid with a borrowing card from a public library, can I be assured that there is a responsible adult backing it up?
- The problem we are finding with Universal Borrowing is that the person may never come into your library. The borrower puts a loan on the materials (from a remote location) and the record has a link to loaning library. This makes the loaning library responsible for the book, but the lending library has no hold over the loaning library.
- Academic libraries see an issue when a student, who has prior fines, comes in to borrow something.
- Public libraries also have had experiences with classes coming to the library from the university; they don't have any discrimination they take all the books in one section.
- Do we have evidence that students under 18 are any worse than others in returning books?
- With libraries that are close to the border we could have students from other states. We required students to check out only 2 books and left the teacher responsible for the books.
- We're trying to set some reasonable limits.
- The system requires that you qualify to be a valid borrower that means you have no fines at all.
- You can set the standards library by library, it's a single standard.
- If a person appears at your desk and they have in their hand the materials they want, if they have a fine you can't allow them to borrow the materials and you have no access to their history to see what the issue is or the amount of money owed etc to eliminate the hold on their borrowing capabilities.
- Academic library borrowers' records are confidential by law.
- Is it unacceptable to say that if you're under age you can't borrow from an academic library?
- You can't see their records.
- We're changing the community borrowing card that identifies our academic collection is not censored and we don't censor the borrowers.
- At the point that you're going outside and endangering the collections of other institutions you should hold the line on minors. The problem is how you know if it's a minor if they've registered offsite.
- We are stuck with what the law says for those under 18.
- Gonzaga has no problem with reciprocal borrowing at all, but they've been in this business for a long time.
- As a state employee I do what I can to see the citizens of Idaho benefit from our collection.
- We have a reciprocal borrowing agreement with Washington State University. Neither institution will enforce the fines for the other. After a certain period of time we turn it over to collections, but overall we don't have much of a problem.
- One of the suggestions is that the home libraries assist in the collection of materials.
- The best you can do is blocking their borrowing locally.
- Back to the State of Idaho's Code it is against the law to take a book with the intent to keep it. You can call the police. Is there a way to bring the adults into this?
- There was a time when this could be a felony, but the Legislature backed this down to a misdemeanor.
- In Idaho Code, the parents' responsibility for minors is not very clear.
- As far as the WIN agreement, do you anticipate that you will be able to come to some compromise for an evaluation period? I wonder if they might find out in 6 months or a year that this isn't as traumatic as we thought.
- I don't know how we are going to solve this problem, but it is critical to find a solution. The libraries are part of the building blocks.
- Doesn't this system block some reference materials? We're starting with circulating books.
- On the public library side we don't want to lend bestsellers, which would have to be coded as best sellers.

- If the home library is assuming the financial responsibility and they see who is getting the book, I don't care. It's a lot easier for someone at that end to monitor the materials than the work study student pulling the materials off the shelf.
- Be aware if you go into these agreements this is what you have to look forward to.

## **Recruitment of Library Staff and IMLS grant opportunities**

### Open Discussion:

- IMLS does have the 21st Century initiative.
- Do you have recruitment issues? Is it a numbers issue? Do you find a large enough pool to pull from? How do we propose to fill the positions available when our directors retire?
- We hired an awful lot of new librarians. For our government documents search it cost over \$8,000 to recruit that position. We would pull people in and offer the job, then be turned down. It's a salary issue.
- We were trying to recruit and had 125 applicants. We couldn't interview them all.
- Mid level positions are very hard to find.
- Some of the first budget problems came along they got rid of middle managers positions. So there was a depletion of middle management positions. There is the upper management and entry level.
- It's easier to get people for reference than cataloging.
- In the schools it is typically not MLS people. In the past 2 years I have replaced 4 librarians. I have seen people with a willingness to pursue the credentials have a difficult time putting together the classes they need to attain that certification. Schools rely on U of I extension and Utah State Extension to gather their credits to get their certifications. There has been a real mix of people.
- Will the schools take someone else that has an MLS? If they are a certified teacher.
- I have had a librarian with a teacher's endorsement in librarianship and the district is talking about getting rid of her because she doesn't have a certification in a teachable field.
- It has become a real problem for teachers to put together the credits to get the credentials they need to keep their jobs.
- If we had some identified concerns like school libraries and public libraries, we could get the universities to work together by providing work-study jobs in the libraries to get experience on the job. This has to be something that is coordinated and pulled together.
- Is the problem filling the public librarian positions because we're pulling from local pools and not national?
- I think it comes from the community. Some of the libraries don't have the education requirement, so they're going local and regional, and here again it's a money factor.
- ALA is working on two new avenues for MLS degrees and creating a certification process for those rural libraries that don't have the money to seek an MLS.

**Next Meeting Date:**            **Thursday, March 3, 2005**

Topics for next meeting:      Courier RFQ  
     LiLi Unlimited  
     More updates on digital imaging projects