

**Idaho State Library**  
**MINUTES OF THE LiLI ADVISORY BOARD MEETING**  
**November 3, 2005 ~ 9:00 am – 4:00 pm**

**Attendance: LiLI Advisory Board**

Julie Woodford, Burley Public Library	Mary DeWalt, Ada Community Library
Cindy Erickson, Soda Springs Public Library	Sue Niewenhaus, Lewis Clark State College
Ruth Funabiki, University of Idaho Law Library	Ron Force, University of Idaho
Gloria Ostrander-Dykstra, Boise State University	Cora Caldwell, Gooding High School
Ann Joslin, State Librarian	
Teri Fattig, College of Southern Idaho (for Edit Szanto)	

Guests: Kathleen O’Conner and Cindy Kirkpatrick, Washington Idaho Network

ISL Staff:

Gina Persichini (Meeting Leader)	Marjorie Hooper
Charlie Bolles	Erin McCusker
Jan Wall	Frank Nelson
Michael Samuelson	Shirley Hansen (Facilitator)
Sonja Hudson (Recorder)	

**Universal Borrowing Demonstration**

Some staff from BSU joined the meeting to see the UB Demonstration: Nancy Rosenheim, Janet Strong, Mario Briseno, and Barbara Glackin. Additional staff for viewing the demonstration included Charlotte Fowles from ISL.

Cindy Kirkpatrick and Kathleen O’Connor from the Washington Idaho Network (WIN) presented information about the Universal Borrowing module of their Endeavor-Voyager library system. A demonstration of the system was provided. While still in test mode, they expect to implement the new module in 2006.

**LiLI Unlimited**

A handout was provided summarizing implementation activities since the last meeting. Participation forms are currently being received. The deadline for participation for Phase 3 libraries is November 11<sup>th</sup>. Gina has been doing site visits with Field Consultant Erin McCusker for the past few weeks to answer questions about LiLI Unlimited. At this time, participation is very close to what was projected.

November 7<sup>th</sup> and 8<sup>th</sup> will have follow-up training for libraries in East Idaho. The school participants were unable to attend training in June since school was out for the summer. We have opened up this training session to others that may be in a position of having new staff, were unable to attend the June training, or simply need a refresher.

OCLC staff provided a session on batchloading and LiLI Unlimited at the ILA Annual Conference. Unfortunately, due to undesirable timing of the workshop, it had poor attendance. OCLC staff may turn the workshop into an online webinar in the future.

OCLC provided usage statistics for year 1 of LiLI Unlimited. Copies of these were provided to all. They also recently sent statistics for the first quarter of the 2<sup>nd</sup> year. Unfortunately, there appear to be a number of errors in the data OCLC sent. Gina will investigate the matter further and obtain corrected statistics.

Ruth Funabiki shared that during a technical services session at ILA, a surprising number of smaller libraries indicated they are eager to get unique items cataloged and into the statewide database. These libraries are eager to learn how to catalog these items. ISL staff has requested funds for a pilot project during the 2007 LSTA year to test the use of "cataloging agents" to meet this demand. A system of cataloging agents allows small libraries to partner with full-cataloging larger libraries to add their original records to the database.

Ann Joslin provided an update on the funding of LiLI Unlimited. A large portion of LiLI-U is currently funded with LSTA dollars. The State Library's has submitted a request for an additional \$333,700 of state funds for the resource sharing portion of LiLI-U. Should it be funded, it would start June of 2006. ISL's Management Team met with the Budget Analyst to discuss strategy to get a portion of those funds. They found it difficult to describe the program verbally and learned that the idea of an electronic catalog was relatively new to the Analyst. In fact, he pointed out that our target audience consists of people a lot older than he is and that many are not familiar with computerization. If we want the Joint Finance and Appropriations Committee (JFAC) to understand our need, we need to give them a demonstration rather than describe it to them.

We will have a hearing with JFAC regarding our budget request. Ann Joslin would like to focus the majority of that time on LiLI Unlimited and invite members of the library community to talk about the service and the benefits to their patrons. The library community will be encouraged to educate and provide information about LiLI Unlimited with their local legislators and community leaders.

## **Courier Service**

In September we released a request for information (RFI). Two companies sent responses: WPX and Metro Couriers. It was noted that the RFI, mistakenly, did not include the academic institutions. Since neither of the responses used weight or volume in their calculations but instead used locations, and since all the academics are in cities where regular service was proposed, this will not propose a major difficulty.

### **Discussion:**

- Metro's response included service only in southern Idaho, with a desire to response to an RFP for the whole state should be officially go to bid.
- WPX provided information on service for the entire state, but could not provide service to Stanley or Salmon.
- Questions about how the sorting is done and the disparity in time from acquisition to delivery.
- The quotes submitted appear to be compatible with Orbis costs.
- We may want to consider multiple courier contracts
- The couriers appear interested, but not motivated. We've done the legwork, now we need to do some negotiations.
- Possibly find a secondary drop site that the libraries could go to and pick up their materials

- Some small libraries may only need 1 day per week of delivery. At that frequency, postal service may be more affordable
- It is unclear why neither of the companies chose to provide an option for dropsites in addition to the every-site option
- Coordinating and setting up a courier service will involve a tremendous amount of staff time and overhead costs even after the initial set-up.
- Indicated that we could transfer materials between an Idaho courier and Orbis at a, currently unidentified, site if we choose.
- The responses include some libraries at 5-days-per-week delivery when some of those libraries may only be open 2-3 days per week. Changes will have an impact on costs.
- It might be worth while looking at something in between our original request. If we tried to identify 10-12 drops site and get a quote on that.
- If we have a backbone and the commitment of resource sharing, the regional off-shoots from dropsites may be creatively carried out
- If the dropsite area is smaller, that might be more likely to develop the local system. We could go up from 8 to 12 sites.
- The universities has the volume to drive the dropsite system

Next Steps: Gina will work with the two responding companies to ask for quotes based on an adjusted drop site system.

It was noted that this is a step in the right direction. This is a huge step.

### **Updates from Around the State**

- The Lynx Consortium Directors agreed at their September meeting to a contract with Sirsi/Dynix for their new Integrated Library System (ILS). Their timeline is to go live in late May/early June with a back up of September. The Lynx Consortium is still talking with a few libraries about potentially joining the consortium. They will have two membership categories for new members. Their courier service is currently at capacity, but they expect it to be expanded if a new member wants to participate in it and should any library add a branch.
- The Washington Idaho Network (WIN) is working with the Coeur d'Alene Public library about potential membership for next year. At this time, they are wrapping up activities with the Latah District Library, Mullan Public Library, and Schools District 241 who began the migration process earlier in 2005.
- The College of Southern Idaho (CSI) has been actively participating in and answering questions in the AnswerXpress virtual reference service. They expect to go global (expanding their participation) in the next month or so. Teri Fattig from CSI provided handouts of the library's promotional materials.
- The Library Consortium of Eastern Idaho (LCEI) is still doing fine. It looks like their will be some reorganization.
- The Soda Springs Public Library has requested a grant to do some preliminary work on an addition to their library building.
- The Gates Foundation is providing another grant opportunity called PACHUG (Public Access Computing Hardware Upgrade Grant), which will allow libraries that received computers from the Gates Foundation's original public access computing grant to upgrade or replace those computers.
- The Gates Foundation is also providing a grant to support librarians' participation at the PLA Conference in 2005. Three representatives from the state will be selected to attend a workshop before

the conference. They will also be provided registration for the entire PLA conference, travel, and hotel accommodations during the conference. ISL has identified two members of the library community who met the minimum qualification (Marilyn Kamoe from Rigby Public and Lori Bonner from the Clearwater District Library). In addition the new CE Consultant, who has yet to be hired, will also attend the event.

### **ALTA Award – Gina**

The LiLI Advisory Board, along with former Governor Phil Batt and former ISL CE Consultant Gardner Hanks, was nominated for the ALTA Advocacy Honor Roll. Gina read an excerpt from the nomination and congratulated the LiLI Advisory Board members, past and present, for their placement on the Honor Roll.

### **LiLI Express**

In early 2005, we surveyed LiLI Express participating libraries to determine how well the program is working for them. We learned that library patrons are generally satisfied with the service, but would like greater access. While the service is very active and successful in some pockets; there is an overall desire to expand the service by increasing the number of participating libraries.

This summer we surveyed libraries that are not participants in LiLI Express and asked them about the questions and concerns of library staff and trustees. We asked them to identify barriers to participation, and we asked what elements might make statewide borrowing more attractive to their library. We specifically asked open-ended questions to gather as much input as possible. A handout was provided with the results of the survey.

One glaring point from the survey was that we need to be careful about the different services that are being provided through LiLI. There is a good deal of confusion about all the different programs under the LiLI umbrella.

Comments in response to “What can we do to encourage more participation in LiLI Express?”

- Have you had any feed back on how much it is being used?
- Generally not widely used in many places. You can sign up for LiLI Express and have very little impact on your local library service. Hansen and Kimberly have had a good deal of success with the program. In some areas of the State they don’t track LiLI Express usage specifically.
- It looks like many of the libraries identified in the survey are focusing on the work and not the benefits to their patrons.
- Traffic patterns make a huge difference for ease of materials movement.
- Our Board signed on to LiLI Express with the understanding that one day we want to exchange materials far and wide with the underlying reason that we want to explore this now and be prepared for the future.
- Some libraries have always done this even though they haven’t signed up for LiLI Express, they always do this.
- Would it make a difference if there were a LiLI Express card? We talked about it at the time, but decided it was more administration and never went forward.
- A sticker on the back of the card would do it for us.
- We talked about it once before that there are differences in the automation systems the create difficulties to this type of process.

Gina thanks the participants for their input and asked them to keep these ideas in mind. At the next meeting, we will be revisiting the LiLI Plan and identifying priorities for the future. These issues may arise then.

## **State Library Update**

In January we will be starting the final year of our contract for the LiLI Databases. Charlotte is gearing up for beginning the RFP process for the next contract and would like to start earlier than it was the last time so there is more time for review and evaluation of the products. There has been talk about the State Library coordinating other types of joint ventures of this nature as long as we don't have to do the billing for this.

The State Library's 2007 budget includes 4 enhancement items. LiLI Unlimited is our primary priority. Also in the requested enhancements is funding for Read To Me, funding for rent to occupy the space being vacated by Historical, and funding for renovations for that space.

In addition, there will be proposed legislation to amend the State Library Statute, which includes changing the name of the agency to Commission for Libraries. Also, it would change the Board to Commissioners. Both of those changes are a more accurate reflection of our new mission.

A number of planning projects are underway. TBS is working on a strategic plan for providing their services. The Idaho State Documents is planning for accessibility of State Documents to the public. Staff is also looking into what a school library development program might look like. And, we are still continuing the Futures process. For that, we expect to have a written document by the end of the year.

## **Website Changes**

Idaho government agencies have been asked to have their domain names end Idaho.gov. ITRMC (Information Technology Resource Management Council) has directed that the conversion must take place by August 2006. We have asked for and received an exception for LiLI.org so we can keep that domain for our publicly-accessible statewide services like the LiLI Databases and the LiLI Unlimited statewide catalog. All other State Library web sites will convert to libraries.idaho.gov. The transition will also include changes to State Library staff email accounts. Their new format will be first.last@libraries.idaho.gov. Email will change the 1<sup>st</sup> quarter of 2006 and web services will follow. Significant advance notice will be provided before the changes take place.

## **Next meeting date – Wednesday March 1, 2006**

Agenda will include:

- Courier Service
- New with LiLI U
- Legislative Update
- UB Progress Report
- Lili D renewal process
- Planning for the future of LiLI
- Update on Summer Institute

The official meeting concluded at 2pm. At that time, those present participated in a discussion of the Futures Themes that resulted from the August Think Tank. Notes from the discussion are available on the Future Website.