

**Idaho State Library  
LiLI Board Meeting  
December 5, 2001**

Attendance:

LiLI Board Members:

Ron Force – University of Idaho Library  
Kay Flowers – Idaho State University Library  
Tom Olson – Boise School District Library  
Ruth Funabiki – University of Idaho Law Library  
Paul Krause – Lewis Clark State College Library  
Paul Holland – Idaho Falls Public Library  
Tim Brown – Boise State University Library  
Karen Ganske – Nampa Public Library  
Charles Bolles – Idaho State Library

Dan Lester – Boise State University

State Library staff:

Ann Joslin  
Gina Persichini  
Michael Samuelson  
Sonja Hudson  
Carol Silvers  
Marj Hooper

**Welcome, Introductions, Housekeeping** – Ann Joslin

**LiLI-D**

**Tracking usage – Michael** - In the past we have only been able to pull library type statistics for InfoTrac. Michael is currently working with EBSCO to get this statistical information for comparison with InfoTrac by the end of the year. He hopes to be able to do a year to date for EBSCO at that time.

**Training for schools – Gina** – More training is needed for school media specialists. Some LiLI-D and Marco Polo training was done in cooperation with Department of Education. The first training was right after September 11<sup>th</sup>, so the attendance was down. There are one or two training workshops scheduled in January. After that, we're hoping to get the total number trained from the Department of Education.

Gina will contact Dawn Wilson at the Dept of Education, and ask if they would like to work out a way to provide LiLI-D training as part of in-service training at the schools.

**Funding – Charlie** – We have had a 3% holdback already. The Library Board and staff have agreed that we would try to protect LiLI funding. The State Library is in the midst of a planning process reviewing consolidation of services trying to reduce expenses. A portion of the LiLI-D funding, \$265,000, is in the Department of Education's budget. Charlie will contact Marilyn Howard to determine if these funds are at risk due to the holdbacks. He's not sure what the final outcome will be, and may ask LiLI Board members to contact JFAC members in their area to request protection of LiLI-D funding. Ann Joslin noted that ISL already has the Department of Education's portion of 2002 database fees in the Library Services Improvement Fund and that Dr. Howard has made some clear statements publicly supporting LiLI-D.

The State Library will be starting the renewal process soon for a new license agreement for 2003. We may not be able to have 2 vendors as we do now, but we hope the vendors will make some deals if they are scrambling to maintain business.

It was noted that many school and academic libraries are cutting their subscriptions with the holdbacks because they can access this information from LiLI-D. Ongoing availability of LiLI-D services will keep them from having to re-subscribe to those titles.

## **WorldCat**

**Report on OCLC training in October 2001 – Ann** – A series of introductory sessions to World Cat were done around the state; including one at the ILA conference. There were 12-15 people at the ILA conference training; about 160 people trained throughout the series. Comments during training indicated that OCLC and its products are new to many librarians. Several areas of confusion exist. The understanding regarding resource sharing varies greatly across the state. For example, the understanding is more developed in the Northern part of the state than anywhere else. There is also a misconception that joining a consortium provides all resource sharing activities. Overall, there is a general concern about who should be paying for these services.

We need to provide more WorldCat training in a lab setting. There are computer labs available at the University of Idaho, Idaho State University, Lewis Clark State College and Boise State University. Availability of the labs is dependent upon class schedules.

In response to the need for resource sharing education, Gina and Anne Abrams will be putting together a brochure regarding the basic myths of resource sharing. It will include the benefits of resource sharing. It was noted that changing attitudes about resource sharing is going to take a lot of work on all our parts.

**Status of Orders – Gina** - Statistics for November WorldCat usage will be available on December 6<sup>th</sup>. A handout reflecting the uses for September and October was provided. The trial for WorldCat will be extended to December 7<sup>th</sup>. So far, OCLC has received 95 orders (30 schools, 59 public libraries, 5 academics, and the Historical Society).

**Promotion and future training – Gina** – The libraries need hands-on WorldCat training. ISL is investigating whether it would be more economical to have a staff member do the training or to contract with BCR or OCLC Western. It was suggested that we investigate linking to any good web-based training that already exists.

### **Resource Sharing**

**Proposed pilot project ILL/CatExpress – Gina** – Gina proposed a pilot project with possibly 10 – 15 libraries to introduce them to ILL through OCLC and then Cat Express. This would introduce libraries to OCLC services. The actual cost to access OCLC for these services isn't as great as she thought it would be; with the total project amounting to just about \$30,000. Gina requested input on the proposed project.

Considerations for the project included participants, their commitment to resource sharing, past experience with products and services, training, and evaluation/statistics activities. There was discussion about referring to the project as a “pilot” versus a “test.” After discussion, there was consensus on going forward as a pilot project. The purpose of the pilot is to see how viable and effective these products are in a range of libraries. Gina will continue to work on the project details, including a source of funding, and provide an update on it at the next LiLI meeting.

### **Status Reports**

**ILA Spring Conferences – Gina**- The Spring Conferences will be held in April and May. ISL suggested 3 possible sessions available for presentation by ISL staff: Talking Books, Advocacy, Resource Sharing. The organizers of the Coeur d’Alene conference have already contacted Gina to schedule a resource sharing session.

**ISL Electronic Services Librarian – Ann**- We advertised this position once with 50% electronic services & 50% LiLI, one person focusing on maximizing LiLI Website. Telephone interviews took place, but by the time October arrived, each of the candidates had made other commitments and withdrew their names from consideration. We are advertising again with an adjusted job description, strengthening the web development part with an eye to improve the ISL web site. Closing date for the position is in January.

**Response from Deputy Attorney General (Reciprocal Borrowing Agreement)** – The Deputy Attorney General has some concerns with the Reciprocal Borrowing Agreement as drafted. and is looking into a joint powers agreement. His basic concern is the funding arrangement. He doesn't think the State Library has the authority to collect and disburse fees in a trust fund. Alternatives presented included: Create a separate non-profit organization, have a different library administer this program, and establish a joint powers agreement.

Under a joint powers agreement the State Library can only do what it has power to do on its own. The advantage to the joint power agreement is that all participating libraries carry joint liability. He is suggesting under any of these scenarios a separate

administrative account that would pay out for a number of purposes, among which is the reimbursement of library materials. The account would be set up in a separate fiscal agency other than the state, such as a bank.

Some questions arose: Could we purchase an insurance policy that would underwrite the replacement of materials, or does the libraries' insurance cover this expense? How important is the reimbursement for lost materials to getting this process underway?

It was suggested that the replacement guarantee was necessary to encourage libraries to participate. Creating a separate administrative account seems like a good solution. There probably won't be a large amount of money in this fund, and we will have to make some decisions how funds are expended. The decision-making body of the joint powers agreement can be this board. Sherm Furey, the Deputy Attorney General, is going to draft a joint powers agreement for Reciprocal Borrowing to meet the needs of this group.

Several members agreed that the materials reimbursement is a big part of the agreement.

**Idaho courier backbone – Gina** – We have identified 7 sites, CDA, Moscow, Lewiston, Twin Fall, Pocatello, Idaho Falls, & Boise. These sites were provided to Orbis. They are working with two subcontractors not one to service the 5 new sites. (Currently working with NIC and Uof I.) The second week of January they can be in place and up and running.

Gina had a couple of calls from libraries inquiring about how to use courier service. How will the backbone sites know which libraries are a part of the services? And, how will the libraries know how to hook into the courier service?

Drop sites are currently receiving labels and information. The libraries need to contact the drop site to get the information on how to use the system.

University of Idaho currently assesses a charge to libraries as to the number of items that they project to transmit divided by the total number of items all libraries transmit to calculate a per item charge. They have found this method to work well.

It was decided that ISL would direct calling libraries to contact the director of the drop site library most convenient to them to get the appropriate information as to how to join in. The local drop site libraries will set up the criteria.

For the immediate future, ISL will respond to phone inquiries about the courier service. ISL will wait until the service is up and running smoothly before running any promotions.

**Courthouse Assistance Project – Ruth Funabiki** The State Supreme Court recently got a grant to develop in English and Spanish information to improve access to legal resources, including a database of legal forms. Ruth and Pat have placed themselves on

the ILA Spring Conference agenda to increase awareness of this project. Should this project have a link from LiLI or to Court TV's web-site? Ruth will provide Ann Joslin with the URL so that board members can review and discuss again at a future meeting.

### **LiLI Website**

**LiLI-Z Website – Michael-** A decision has been made to add a cataloging section to LiLI. It will include a link to LiLI-Z and some additional cataloging and MARC resources. The resources linked to the site are in development. A handout of the LiLI Website page was provided. Michael requested recommendations for cataloging resources.

Michael is creating a template for new pages to speed things along. One change is bolding the first item in the drop-down boxes from the menu bar and bullet the sub-headings. He also has plans to develop a site map.

In the future, we need to discuss weeding and/or archiving the web pages. Are we obligated to link old web pages to archives or take them off? Presently, the search engine searches old as well as new documents. So, someone looking for information could come up with an outdated document. Gina and Michael will do more research regarding the requirements of digitally archiving information.

Usage statistics for the website were requested. In the past these reports were run monthly, Dan Lester will begin to run those reports again so their usage statistics can be accessed.

### **LiLI Work Plan – Gina**

Gina suggested that there are some areas of the plan that could be expanded to allow for new activities. The activities in mind already fall under Goals and Objectives in the plan. Gina asked if activities needed to be specifically listed in the work plan in order to carry them out, or can the plan be updated at a later time as activities grow?

It was discussed and decided that every variation of the work plan does not have to be brought back to the LiLI Board for approval. If staff has suggestions for updating the work plan, they can be drafted and brought to the Board then. An intense review and update would not be necessary for minor changes.

Activities in mind for these changes included an expansion of the website to provide access to online information such as the cataloging page, free databases available via the World Wide Web, and the courthouse information brought up earlier in the meeting by Ruth Funabiki. It was noted that we would need to identify who is going to handle any systematic updating and maintenance of this information if provided.

It was decided that we will make the cataloging site described by Michael available, advertise it in LIB-IDAH0, the “new news” box on the LiLI website, and in the ISL Newsletter. Gina will investigate the how that information is received by the library community, and determine from there if we should consider adding more informational links to the LiLI website.

**Next Meeting Date** – March 6, 2002

Adjourned