Idaho State Library
LiLI BOARD MEETING
July 21, 2004 ~ 9:00 am – 4:00 pm

AGENDA

Attendance:

Board Members:

Ruth Funabiki, University of Idaho Law Library	Julie Woodford, Burley Public Library
Mary Nate, Bear Lake County Library District	Tim Brown, Boise State University
Paul Krause, Lewis Clark State College	Mary DeWalt, Ada Community Library
Ron Force, University of Idaho	Kay Flowers, Idaho State University
Marcia Beckwith, Boise School District	Charlie Bolles, Idaho State Librarian

Liaisons and Guests:

Dan Lester, Boise State University	Paul Cappuzzello, OCLC

ISL Staff:

Ann Joslin, Associate State Librarian	Gina Persichini, Networking Consultant
Frank Nelson, Public Library Field Consultant	Michael Samuelson, Web Design Specialist
Jan Wall, Public Library Field Consultant	Sonja Hudson, Grants Officer (Recorder)
Charlotte Fowles, Collection Development	Stephanie Kukay, Research Librarian (Facilitator)
Jane Houston, Research Librarian	

Introductions

Mary DeWalt was welcomed to the Advisory Board. She is filling the seat once held by Karen Ganske of Nampa Public Library. Members shared updates on activities in their area of the state and within their networks and consortia.

Update - Gates Staying Connected - Connectivity Grant (Gina)

The Bill and Melinda Gates Foundation has made available grant funds in a few different areas that support public access computing. In June we submitted an application in the area of improved Internet Connectivity. The purpose of the funds is to assist public libraries in acquiring Internet access that is a dedicated or "always-on" at speeds of at least 200Kbps.

As you know TMC Group conducted some research for us to determine the current state of connectivity in Idaho's public libraries. We learned from their report that 67% of Idaho's public library buildings already have dedicated high-speed connections.

20 libraries (branches/buildings) chose to participate in the connectivity grant project. If awarded, once the activities are complete the number of public libraries in the state with dedicated, high-speed connections will increase to 80% or more. The "or more," comes in because since the original research was completed, a couple libraries have already improved their connectivity. A couple others were going to do it on their own. We still have a few locations in the state where dedicated, high-speed (reliable) connectivity is not available.

Update - Gates Staying Connected - Hardware Replacement and Technology Training Grant (Ann)

Libraries eligible for workstation upgrades include those in communities considered to be 'chronically poor.' We are looking at all the public libraries in counties with more than 16% of the population below poverty. The average statewide is just under 12%. We are estimating $2,500 per workstation. If a library received 2 workstations under the original Gates program, they should be able to get two through this grant opportunity as well. Libraries will be asked to cover a small portion of the local match, equaling 1/9th of the total cost of a workstation.

The balance of the funds for which we are applying will be made available to public library staff members to access training. We can spend the funds we receive over 3 years. We will be handling the money in the same manner as CE grants.

Roughly speaking, we have $111,000 available to us for application, and approximately $80,000 will be used for workstation upgrades.

FRYE Institute: Kay Flowers

In June, Kay Flowers attended the FRYE Leadership Institute at Emory University in Atlanta, Georgia. It is a 2-week intensive institute that includes a practicum that Kay will be completing in the coming year. The FRYE Leadership Institute is an opportunity for further development for leaders in higher education.

State Library Update: Charlie Bolles

Senator Larry Craig and Representative Nethercutt (Washington) will be hosting an event in Coeur d'Alene on August 6th. The event includes Bob Martin, Director of the Institute of Museum and Library Services (IMLS). They have invited 300-400 guests, with hope for approximately 150 in attendance. The guest list includes legislators from North Idaho, library directors, key personnel, and museum and civic leaders. The project purpose of the event is to make the public aware of IMLS services in the two states. The program will include a presentation by John Hartung, representing the Washington-Idaho Network (WIN), to talk about the formation of WIN and how they have benefited from LSTA funds. In addition, Mary Reed of the Latah Historical Society will be making a presentation

ISL has been informed that the State Board of Education will not be allowing enhancements for 2006 budget. It will be pretty much a flat budget. We estimate to have $149,000 in FY 2004 that has not yet been allocated due to the increased award. At the Federal level, in the last 10 days the House Appropriations Committee increased the funding of IMLS to approximately $22,000,000. Because of that, we might see another bump in the 2005 award by approximately $215,000. We do have some money to consider instituting some new programs.

OCLC Group Services Presentation: Paul Cappuzzello

Paul Cappuzzello presented an overview of OCLC services for groups. A handout of the PowerPoint slides was provided.

ISL staff have been working with OCLC to develop a program of services for Idaho libraries. The proposed service includes:

Regional/group Catalog: Using the FirstSearch interface, the regional catalog will include the holdings of any library in the region. The group of libraries will be determined before implementation, but we are considering

all Idaho libraries and all libraries in the states surrounding Idaho. With one extra click, users can access the entire WorldCat database. The group catalog would also include features to limit searches by region, state, type of library or any other scoping level identified during implementation planning. The catalog draws from the holdings found in the OCLC WorldCat database. Results found in the group catalog include holding count and links to the local library systems.

Unlimited Cataloging Services: Whether a full cataloging member of OCLC or a library that prefers to copy catalog, group services will include unlimited cataloging for participating libraries including Connexion, CatExpress, PromptCat, Z39.50 cataloging and batchloading. The service would even include the ability for non-automated libraries to submit their holdings to the OCLC WorldCat database by alternative means.

Unlimited Interlibrary Loan: All participating libraries will have unlimited access to utilize ILL borrowing, lending, ILL Fee Management (tracks and reconciles ILL charges among lenders/borrowers if applicable), and Union Listing.

Services are bundled as a subscription with incremental cost increases each year, rather than as a contract which requires renewed quotations based on higher participation levels.

Proposal: A handout was provided detailing the proposed service and rollout

January 2005	Implement Regional Catalog for use by all Idaho citizens and libraries
January 2005	Phase 1 libraries implemented (Libraries that currently use any OCLC cataloging or ILL services)
July 2005	Phase 2 libraries implemented (New participating libraries in Eastern Idaho region)
January 2006	Phase 3 libraries implemented (New participating libraries in Southwestern Idaho region)
July 2006	Phase 4 libraries implemented (New participating libraries in Northern Idaho region)

Notes: *Each phase of implementation will include hands-on training that covers the program details, use of CatExpress, and using OCLC's Interlibrary Loan service.
*Participating libraries eligible would include non-profit libraries of all types (academic, public, school, and special).

ISL Staff are proposing a funding model for which LSTA funds would be utilized to cover portions of the costs equivalent to the resource sharing and cataloging service costs of the project. The remaining costs (approximately 57%) would be split proportionately among the participating libraries using a sliding scale based upon library size.

Discussion:

- From day 1 all libraries would have access to the full catalog.
- The Gates Connectivity grant has nothing to do with the numbers provided for this project.

A motion was made by Ruth Funabiki and Seconded by Tim Brown and Paul Krause that we accept OCLC's proposal as presented and forward the proposal to the LSTA Advisory Council and State Library Board for final approval and for State Library Staff to pursue planning. Approved.

- We will need to distribute some of the costs among some of the participants.
- We're not prepared to discuss the cost distribution today. We will be able to work out a pricing scale that will be beneficial to most participants. We will be contacting you during the creation of the pricing model.

- The ILA Annual conference in October presents the perfect opportunity to introduce the project to the library community.
- Training costs can be covered by existing CE funds and organize the training with Sam at OCLC.

Next Steps:

- **ISL staff (Gina, Ann, etc.) will develop a more detailed implementation plan, funding proposal, and pricing scale to present to the LSTA Advisory Council and the State Library Board for final approval.**
- **Gina will request a final quotation from OCLC that includes the option to include privately funded, non-profit libraries. This option will be reviewed and incorporated into the planning.**

Courier Services: Julie Woodford

Dan Lester and Julie Woodford have been looking into Courier issues. Dan sent out an e-mail to Idaho to see if there was any interest in delivery systems. Julie shared some of the avenues she explored to identify possible courier services.

Western Air Service came out of a visit with the local bank. Julie has provided Mr. Kilpatrick of Western Air Service with the information with a connection to all southern Idaho libraries. All the libraries have been plugged into their database and will provide Julie a possible cost for services.

Julie also called Terry French of the Idaho State University Transportation Department who runs a bus from Twin Falls to Idaho Falls with drops in Pocatello. They do transportation of materials from Twin to Idaho Falls. They would be willing to look at some sort of system, but there would be a cost involved. He did say that they ended up building a drop box for them on a daily basis.

Western Air Express seems to be the most hopeful.

We might want to examine the Orbis packaging to determine a beneficial packaging style to facilitate pick up and delivery.

John Helmer of Orbis Cascade sent an e-mail where he explained the difficulties of linking two different systems. Orbis is going out for a new RFP with the new contract to begin July 2005. John is offering the option of including southern Idaho dropsites in their RFP as "desirable" but not "required." A 2nd email from John indicated that we could provide them with the list of potential dropsites, but that including a dropsite during the bid process did not commit them to participation.
Recommended that we submit a list of potential dropsites to Orbis to include in their RFP as "desirable." In addition, we would keep all other options open.

- We will need to identify potential drop sites which were BSU, CSI, ISU, and University Place in Idaho Falls.
- We should include another drop in Boise such as Boise Public as well as possibly Nampa so there were other drop sites in the Boise area.
- There will be some need for negotiation with the courier connections etc.

Gina and Julie will work together to develop a list of ideal drop sites to provide to Orbis for their RFP.

We need to start the discussion for the local couriers to meet the needs of the local delivery system from the identified drop sites.

Discussion: How can Idaho Libraries work with Distance Learners?

Kay was thinking about working with local libraries with regard to the distance learners setting up stations for the distance learners. For ILL, her concern was when dealing with these students should they mail to the students address or send it to their local library for use. She was concerned about improved delivery of materials. Or providing the local library computer stations so students can access university information with out tying up library workstations. She felt it would be useful to take advantage of the library services in their area and not rely solely on ISU. However, the idea of having them go to a public library doesn't work for those in a remote area.

Life long learning is through the public library and the realization by the student that those resources are there and available.

Public libraries are involved in proctoring exams for distance learners. This becomes an issue when there are no standards set for this type of situation. Possibly the university could get in touch with the local library to give them a heads up of a distance learning student in their area. The difficulty comes when there are one and two students in remote areas.

LiLI Databases Marketing Campaign (Charlotte Fowles, Michael Samuelson)

Charlotte Fowles shared information about the upcoming LiLI-D marketing campaign scheduled for the Fall. The LiLI-D commercials will be on the air again. In addition, each public and school library will be receiving a box with marketing support materials including: an 8-minute video showing the value of LiLI-D in the school for teachers and their students, LiLI-D buttons saying "Ask me about LiLI-D," LiLI-D mood pencils, and postcards for advocacy efforts, and more.

While it was decided there would not be a LiLI Mentors training event (to train a new group of mentors) this year, we will be scheduling hands-on training workshops around the state to cover the more advanced features of the LiLI Databases.

Michael demonstrated the new LiLI-D Portal, which will be available in the Fall. The new Portal provides an easy-to-use interface for accessing the databases by topic area, rather than by vendor. The Portal also has improved password access, allowing user to store a cookie on their computer (if they choose) to avoid having to enter the password on follow-up visits.

Next Steps:

Next meeting: November 4th, 2004 (9:00am - 4:00pm) at the Idaho State Library

Agenda items will include:
- Courier update,
- Group services progress,
- CE Discussion (Recruitment of library staff and IMLS grant opportunities), and
- Update on the LiLI-D Marketing campaign

Between meetings: Discussion of the Group Services implementation and pricing scales can take place via the LiLI Advisory Board listserve.