

## **Network Advisory Board (NAB)**

November 4-5, 1999 Meeting Record Summary

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### **NAB MEMBER TERMS** (July – June)

4 Year (July 2003)	3 Year (July 2002)	2 Year (July 2001)
Tim Brown	Ruth Funabiki	Carolyn Mauer
Paul Krause	Kay Flowers	Karen Ganske
Max Leek	Tom Olsen	Joe Reiss
Ron Force	Dawn Wittman	

### **AGREEMENTS**

- ◆ For the present, the Board has no chair. Rand Simmons and Ann Joslin will continue to facilitate meetings.
  - ◆ Dan Lester at BSU will set up a discussion list through which NAB members can communicate.
  - ◆ Much of the NAB work will be done in committees. Committee membership, however, does not need to be limited to the Board.
  - ◆ There should be a joint committee of both NAB & the Information Technology Task Force (ITTF).
  - ◆ A committee will convene soon to define the purpose and vision of LiLI Website.
  - ◆ It was agreed to postpone establishing a document delivery committee at least until the next NAB meeting, maybe longer, to see how Library Materials Expeditors (LME) develops in the state.
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### **BRAINSTORMING: OVERARCHING ISSUES**

The Board spent time discussing the issue that must be addressed or resolved in order to create a Network of Idaho Libraries. These issues were later separated into categories. A summary of the issues follows.

#### **TECHNOLOGY**

- Identifying and acquiring new technologies. How do we keep abreast of changes?
- Idaho libraries are at different levels regarding technology, personnel, etc.
- The statewide network should offer a uniform network appearance. It should be a one-stop shop for patrons.
- LiLI Website. It will be a key to the network. Its purpose and audience needs to be defined. Should the website provide metalinks to information rather than

creating the information. Should the site provide access to non-library information/services (e.g., driver's licenses, IRS forms, museum collections)? What about links to other sources. How do we define the parameters for linking, or for metalinks.

## HUMAN FACTORS, TOUCH, POLITICS, MARKETING

- Attitudes must be change – among librarians, governing boards, administrations.
- How does the network accommodate people who are in different places (attitude, culture, technology understanding and acceptance)?
- Development of communication and education are crucial to marketing the network
- How do we recruiting libraries to participate? Should their be different levels of participation? If so, how do we explain this to patrons who may not receive all the network has to offer?
- The network must be “sold” to libraries, library boards, school administrations, community. The opinions of these people must be considered in the development of the network in order for them to feel ownership. How do we gather information from the library community?

## ORGANIZATION, GOVERNANCE, FUTURE

- How do we provide oversight, coordination, management, and sustainability of the network? Staffing to support the network – what is needed and where will it come from?
- Can we ever have regional networks that cover all of Idaho? If not, what do we do? Accept that and move on?
- What role should there be for regional library organizations? To what extent will the statewide network depend on regional networks? What about libraries which are not part of networks?
- How will standalone libraries participate?
- How will schools participate?
- What role is there for multi-state cooperation?
- There are different library missions. Can the network serve them all? If so, how?
- How will we recruit libraries (monetary incentives?)? Explore cost-sharing plans.

## ASSESSMENT

- How do we gather information from the library community?
- We need to gather more evidence, concrete examples of successes.
- We need to keep an open, flexible framework for the network.
- Networks no longer need to be “regional” in the geographic sense. How many network arrangements can we have?

- What are the implications of libraries' shift from acquisition/purchase of information to licensing?

## MEMBERSHIP

- Who does "the network" include? How do private (non-profit, for profit) libraries fit in?
- How do the unserved (those without local library service) fit into the network?
- How do members (libraries) get in and out of the network? What does "membership" in the network mean?
- How do we identify private partners?
- What role is there for multi-state cooperation (multi-state aspect of membership)?
- Recruiting participation of libraries – should we offer different levels of participation? We could offer a menu of services that libraries can choose from.
- Need to keep an open, flexible framework for the network
- Networks no longer need to be "regional" in the geographic sense – they could be with like entities, sister cities, etc.
- What role should there be for regional library organizations?
- How many different network arrangements can we have?

## ISSUES FOR SERVICES

- It is important to offer a uniform network appearance and 1-stop shopping for the patron. We need to keep an open, flexible framework for the network. The statewide network should not duplicate or compete with existing networks
- Balancing consensus on network policy and local control is a challenge.
- Policies agreed upon by directors may not meet the needs of patrons.
- Regarding patron initiated ILL – what degree of mediation do we want? How do we deal with accountability in patron initiated ILL? How will the unserved fit into the network (ILL - where does it go)? How will small libraries participate?
- Need to carefully select what we offer on the network. We should offer popular and useful services. We could offer a menu of services that libraries can choose from. What are the implications of libraries' shift from acquisition/purchase of information to licensing?
- The Board will develop guidelines, policies, purpose, and parameters for the LiLI web site.

## SERVICES, COMMITTEES

LiLI Website

Establish a short-term committee:

- Rand Simmons, Lead

- Max Leek
- Gina Emory
- Dawn Wittman
- Ron Force

Consider: purpose statement, target audience, guidelines

#### LiLI-Z / Z39.50 Implementation

Establish a committee to identify and address policy issues:

- Max Leek, Lead
- Ruth Funabiki
- Paul Krause
- Rand Simmons

Consider:

- Policy issues
- Plan for implementation
- Levels of and criteria for participation
- Marketing
- Soliciting libraries to participate
- Protocols (who's at the top of the routing list, etc)
- Phased implementation
- What should Idaho's virtual catalog do/provide/look like?
- How can small libraries participate? Via regional hubs? OCLC First Search?
- Public access to loan policies
- What agreements might be needed between the network/ISL and libraries whose catalogs are linked to LiLI-Z?
- What do libraries need to participate – technical and policy requirements

#### Interlibrary Loan / Walk-in Access / Reciprocal Borrowing / Statewide Library Card

Establish a committee to consider both services; separate if needed for implementation

- Kay Flowers, Lead
- Joe Reiss
- Karen Ganske
- Tom Olsen

Consider:

- What do we want this service (in the context of the network) to look like in Idaho. This issue is separate but related to Z39.50
- Criteria for participation, conditions to participate
- Patron validation

- First steps of a plan
- Policy issues

#### Document Delivery (Postponed)

Includes electronic as well as physical delivery

Agreement to postpone establishing a committee at least until next NAB meeting, maybe longer, to see how Library Materials Expeditors (LME) develops in the State.

Issues and discussion:

- Does LME solve all the problems?
- How do we determine the backbone? Hubs? Funding?
- Idaho academic libraries have adopted ARIEL for their electronic delivery system
- LSTA grant request for 3 public libraries to test LME as a delivery service; probably won't fund multiple pilots
- Potential for establishing a statewide contract with LME
- Development with LME is currently being driven by need
- Joe Reiss will contact Gens Johnson, IdPTV, about digital broadcast as a delivery method

#### Committee operation

- Designated lead person will convene the meetings and keep the group focused
- ISL will support costs of committee meetings: travel, telephone conference calls, 2-way video conferencing (we hope).
- Committee's progress will be posted on NAB's listserv
- Each committee should identify potential SFY 2002 budget items.

### ***ACTION PLAN***

What should this network look like by July 1, 2000?

#### LiLI-Z / Z39.50 / VIRTUAL CATALOG

- Z39.50 server will be running on a prototype basis, implemented on LiLI and some library systems
- Plan will be made public on the phase-in schedule for Z39.50 for other libraries/systems
- Technological and policy requirements for Z39.50 participation will be identified (what a library needs to participate, for planning purposes)

- Plan will be developed for marketing/communicating benefits of Z39.50 (benefits, compromises, what it takes to play, other education needs). Albertson Foundation might help support this (tie to Accelerated Reader and technology in schools)
- Z39.50 committee and ITTF will have developed a survey instrument – what systems are in place in school and public libraries, what will it take to become Z39.50 compliant?

#### LiLI WEBSITE

- LiLI website design will be well on the way to completion

#### LiLI-D

- Libraries will have information about how to get their own LiLI-D use statistics
- Decision will have been made on whether to renew LiLI-D contracts with current vendors for a 3<sup>rd</sup> year, or go out to bid again. (Feeling now is to renew for a 3<sup>rd</sup> year)

#### ILL / WALK-IN / RECIPROCAL BORROWING / STATEWIDE LIBRARY CARD

- NAB will have agreed upon what ILL/walk-in access might look like – at least 1 model will be developed for the network context

#### GOVERNANCE AND FINANCE

- Short-term funding needs will be developed (by March 2000 for state general account funds)
- A committee on governance and finance will have started its discussions toward developing a clear, easily-marketable plan of governance
- Decision will have been made whether to request funding for a staff position

#### OTHER

- Identified a name for the network – Idaho Network of Libraries, LiLINet, LiLI-N, etc
- Have process in place for ISL to deal with requests to broker group database licenses – CINAHL, SIRS, Washington database trials, etc
- Listserv for NAB will be operational
- Committee will be established to deal with document delivery – at least to identify the forms of document delivery that already exist

#### Priorities:

- Z39.50 activities are a priority – funds must be spent by June 30, 2000
- Information gathering activities are important to get started; also may be an early form of communication about NAB's activities to the library community

## **NEXT STEPS**

*State Library* will post on NAB listserv:

- Complete meeting record (don't mail!!)
- Working documents

*State library* will post on LiLI website:

- summary of meeting record
- action plan
- committees & members
- NAB charge

Summarize meeting for [*who will do this?*]:

- LibIdaho
- State Library Newsletter
- Department of Education Newsletter
- Idaho Librarian

*Dawn* will contact Marlene Ernest to propose time on ILA Spring Conferences for a NAB update and feedback

*Dawn* will request a session for NAB at the Fall 2000 ILA annual conference; plan a NAB exhibit to go along with the LiLI exhibit

*Committees* will start their work (ISL will contact non-NAB members and invite them to participate)

*State Library* will investigate 2-way conferencing capabilities and costs

## ***BIN ITEMS***

- Need more information on Z39.50
- Statewide card vs. borrower in good standing information -- Committee will address
- Develop 24 hour reference through LiLI (Futures topic)
- Are we willing to make tough decisions, put it on the line? Yes  
If we build the playing field, they will come
- Investigate two way conferencing and cost -- ISL
- Each agenda should include brainstorming about the Future  
Review Futures document at next meeting
- Members should identify continuing education needs and opportunities for themselves