

THE Envoy

Vol. 8, No. 3, Fall 2016



ILA Honors Rosemary Yocum as the 2016 Trustee of the Year

The Idaho Library Association (ILA) selected Rosemary Yocum, of the Priest Lake Public Library Board of Trustees, as the Trustee of the Year for 2016. Each year, the ILA honors those who have provided exemplary service to the Idaho library community.

Board members, also known as trustees, operate as a team to undertake such duties as hiring the library’s administrator, and planning and approving the library’s services and policies. In addition, outstanding trustees do much more than just attend board meetings. They remain knowledgeable of the laws that govern the public library,

as well as, other public agencies. And they take the time to actively participate in their community and advocate for their library. The issues and decisions involved in the administration of today’s public library are varied and complex. Undertaking all of those responsibilities and doing them well is what the ILA looks for when choosing the Trustee of the Year.

Rosemary Yocum served the Priest Lake Public Library as a trustee for 10 years, before stepping down this year. Yocum spearheaded a variety of improvements for the library during her tenure, including the implementation of the online catalog, inclusion in the Cooperative Information Network, and the passage of a permanent levy of \$46,000, which was an approximate increase of 50 percent for the library.

Yocum said, “I am honored to have received this award. Serving as a library trustee and making a difference in my community has been very rewarding – not to mention, a lot of hard work!” Yocum continued, “My words of advice to other library trustees are to: take your role seriously; educate yourself on

Idaho statutes that govern libraries; know your library’s policies and update them as needed; ... and work with and support your library director.”

We thank Rosemary Yocum for her years of service to the Priest Lake Public Library and congratulate her and all of the 2016 ILA award winners (listed on page 2) for their much-deserved recognition. They all help make Idaho libraries the invaluable community resources that they are.



2016 ILA Trustee of the Year, Rosemary Yocum



The building that has housed the Priest Lake Public Library since 1974 was originally constructed in 1934 as a one-room, log school house. It is one of the last log school houses still standing in Idaho.

In This Issue:

ILA Award Winners	2
FY2018 Budget Enhancement Requests	3
Tax Credits for Donations	4
When to Collect Sales Tax	5
Events in 2017	6
New ICfL Board Member	6

Sustaining our history, empowering our present, and creating our future through partnerships.

**Idaho Commission
for Libraries (ICfL)**

325 W. State St.
Boise, ID 83702-6055
208-334-2150
800-458-3271

<http://libraries.idaho.gov>

Mission:

The Idaho Commission for Libraries assists libraries to build the capacity to better serve their clientele.

Commissioners:

Mark Alldredge, John, Held,
Dave Mecham, Pat Raffee,
and Janet Franklin.

State Librarian:

Ann Joslin

ICfL Contacts:

- Ben Bibikov, web designer
- Danna Angevine, state publications, cataloging, and acquisitions librarian
- Dian Scott, office services supervisor
- Donna Eggers, public information specialist
- Edgar Correa, web developer
- Gina Persichini, technology and access services consultant
- Jan Wall, northern Idaho library consultant
- Jeannie Standal, school library consultant
- Jenner Flowers, technical records specialist
- Kevin Tomlinson, southwest/south central Idaho library consultant
- Kristina Taylor, grants/contracts officer
- Marjorie Hooper, associate state librarian
- Pam Bradshaw, program supervisor
- Patrick Bodily, eastern Idaho library consultant
- Roger Dubois, administrative services manager
- Shirley Biladeau, continuing education consultant
- Staci Shaw, reading programs coordinator
- Stephanie Bailey-White, reading programs coordinator
- Sue Walker, Talking Book Service consultant
- Tammy Hawley-House, project coordinator

The Envoy is mailed quarterly to all public library directors and trustees listed in the ICfL online library directory. PDFs are available at: <http://libraries.idaho.gov/node/9176>.

2016 ILA Award Winners

Congratulations to all of the ILA award winners for 2016.

We thank them for their tremendous service to the Idaho library community.

Public Library of the Year – Caldwell Public Library

Librarian of the Year – Lacey Welt, Caldwell Public Library

Trustee of the Year – Rosemary Yocum, Priest Lake Public Library

Friend of the Year – Maryann Cole, Friends of Caldwell Public Library

Legislator of the Year – Representative Reed DeMordaunt, Ada County

Paraprofessional of the Year – Gregg Whitmore, Boise Veteran’s Administration Medical Center Medical Library

School Librarian of the Year – Tifani Young, Lakeland School District

Special Services to Libraries Award – Kevin Booe, Boise Public Library

ILA Scholarship – Alexi Sprague, Meridian Library District

Gardner Hanks Scholarship – Lisa Egan, Boise Public Library

Trustee of the **Caldwell Public Library**, Larry Blackburn, said of the winning Librarian of the Year, “Lacey has turned our facility around in so many ways. She first worked on the infrastructure of the library and oversaw a nearly \$300,000 remodeling project in our children’s and community rooms. The improvements were funded from endowments, not tax dollars.” Blackburn added, “Lacey is so well-respected by the staff, and she has created an environment where library personnel are encouraged to be creative and innovative in their daily duties.”



2016 ILA Librarian of the Year, Lacey Welt

State Librarian Presents Budget Enhancement Requests at ILA Conference

State Librarian Ann Joslin addressed the attendees at the Idaho Library Association (ILA) All-Member Annual Business Meeting, October 6, 2016.

Joslin outlined the two budget enhancement requests (for new funding) that the Idaho Commission for Libraries (ICfL) submitted to the State of Idaho Division of Financial Management for fiscal year (FY) 2018, which runs July 1, 2017 through June 30, 2018.

One enhancement request concerns the **Talking Book Service (TBS)**, which brings the wide world of reading to those Idahoans who are blind or physically incapable of holding a book.

In FY2010, when the ICfL was faced with significant budget cuts, the Commission chose to continue the TBS by moving it from state to federal funds – where it has remained.



This component of the FY2018 enhancement request (phased in over a two-year period) would restore state funding of \$187,200, and redirect federal funds toward the growth and development of

other ICfL initiatives, such as Read to Me and Libraries Linking Idaho (LiLI).

This enhancement request would also facilitate even greater execution of the state's goals of reading proficiency, college and career readiness, and strengthening the talent pipeline.

The ICfL's other enhancement request supports the **emerging technologies** and **maker** initiatives, through which a myriad of people, working in a variety of disciplines, come together and shift the focus of learning from theory to practice.

This component of the FY2018 budget enhancement request is for \$119,700 of new funding for operational expenses and the addition of one full-time staff member to support maker, STEAM (STEM+Art), and emerging technology-based programming in a more focused way, throughout the state.



It would allow for the expansion of the maker program to small / rural public, academic, and school libraries, statewide, and give libraries increased options to better meet their distinct community needs.

There would also be a more cost-effective, regional training model.

As libraries have always helped people explore ideas -- whether through books, computing and Internet access, and now, also as places for hands-on learning, problem-solving, and innovation -- the library continues to evolve to not only meet, but exceed, the needs of its community.

For a fact sheet on the FY2018 budget enhancement requests, visit: <http://libraries.idaho.gov/doc/fy2018-budget-enhancement-requests-fact-sheet>.

The **Annual Statistics Report** for FY 2016 is due by **January 1, 2017**, according to Idaho Code. Log onto: <http://collect.btol.com>.

If you do not have your log-in information and/or your password, please contact Patrick Bodily at (208) 525-7211 or at patrick.bodily@libraries.idaho.gov.

Please have your signature form signed by your Board Chairman and mail to Patrick Bodily at:

Idaho Commission for Libraries
1820 E. 17th Street, Suite 130 • Idaho Falls, ID 83404

Tax Credits for Contributions to Public Libraries

Individuals and corporations that contribute to libraries are eligible for tax savings. Idaho Code section 63-3029A allows individuals or corporations to take a tax credit for monetary charitable contributions made to public libraries, library districts, and the Idaho Commission for Libraries.

An individual taxpayer's contribution to a public library is allowed as an itemized deduction on the federal return and on the Idaho state return. In addition, the taxpayer receives an Idaho tax credit for the contribution. The credit is limited to the smallest of one-half of the amount contributed, 50 percent of the individual's income tax, or \$500 (\$1,000 on a joint return).

This credit is also available to Idaho corporations that make a monetary charitable contribution to a public library or library district located in Idaho, or to the Idaho Commission for Libraries. For corporations, the credit is limited to the smallest of one-half of the amount contributed, 10 percent of the corporation's income tax, or \$5,000.

For a flyer to help you advertise this tax credit, please follow this link to the "2016 Updated Public Library Tax Credit" flyer: <http://libraries.idaho.gov/page/public-library-contribution-tax-credit>.

Donations of goods or services do not qualify.

This is an excellent opportunity to promote end-of-year donations to your library.

For more information, please contact the Idaho Commission for Libraries at:

325 W. State Street, Boise, Idaho 83702 (208) 334-2150 (Main / Southwestern Field Office)

1420 S. Blaine Street, Suite B, Moscow, Idaho 83843 (208) 882-8882 (Northern Idaho Field Office)

1820 E. 17th Street, Suite 130, Idaho Falls, Idaho 83404 (208) 525-7211 (Eastern Idaho Field Office)

Do you know about ARSL?

The Association for Rural & Small Libraries (ARSL) is the premier organization representing rural and small libraries. The Idaho Commission for Libraries is an institutional member of ARSL.

ARSL recognizes the uniqueness of rural and small libraries and is committed to providing an environment that encourages excellence within this community of practice. The organization supports the service goals of rural and small libraries and speaks on behalf of this important constituency.

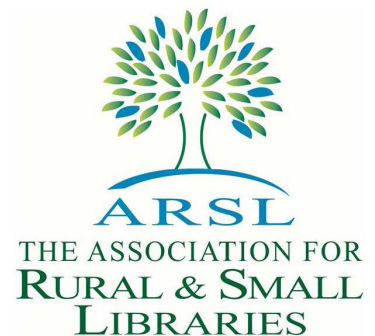
ARSL provides resources and support that empower those in small and rural libraries to deliver excellent service for their communities. One of the most popular resources provided by ARSL is its annual conference, designed specifically to meet the needs of administrators and staff members of rural and small libraries.

Please consider attending ARSL's next conference. It will be held:

September 27 – 29, 2017 in St. George, Utah

For more information on membership in ARSL, visit <http://arsl.info/membership/>.

Idaho Member



[ARSL.info](http://arsl.info)

When Should a Public Library Collect Sales Tax?

Idaho's Sales and Use Tax Administrative Rule 094 describes when a public library in Idaho should collect sales tax. Recently, questions have arisen regarding the collection of sales tax when a public library charges to use its **meeting room**.

According to the Idaho State Tax Commission, if a public library is renting the room to an organization that is collecting an admission fee, the library must obtain a Sales Tax Resale Certificate (ST-101 http://tax.idaho.gov/forms/EFO00149_09-30-2015.pdf). The organization that rents the room will then be liable for collecting sales tax on the admission fees.

If the room is being rented for a recreational purpose and no admission will be charged, the library should collect tax from the renter.

The cleaning deposit is taxable if the rental fee is taxable, although any refund of the cleaning deposit would include a proportionate refund of the tax. If the rental fee is not taxable, the cleaning deposit is not taxable whether refunded or not.



The pertinent part of Rule 094 is as follows:

094. EXEMPTIONS ON PURCHASES BY POLITICAL SUBDIVISIONS, SALES BY THE STATE OF IDAHO, ITS DEPARTMENTS, INSTITUTIONS, AND ALL OTHER POLITICAL SUBDIVISIONS (RULE 094).

01. In General. This rule governs application of the sales and use tax to governmental instrumentalities. As used herein, the term governmental instrumentalities means the state of Idaho, its agencies, departments or institutions and all political subdivisions of the state of Idaho; but does not include other states, their agencies, departments, or institutions and political subdivisions.

05. Sales by Political Subdivisions. Sales by the state, its departments or institutions, counties, cities, school districts or any political subdivision are subject to sales tax which is to be collected by the political subdivision. If taxable sales are made, a permit is required. This permit is to be obtained by each sales outlet or by the office at which regular and current sales records are maintained. Examples of taxable sales are all sales of tangible personal property, admission charges, fees to use recreational facilities, recreational program fees, copies of documents for which a fee is not set by Idaho Code, and garbage service when receptacles or dumpsters are provided by the service and part of the fee represents rental of the receptacle.

A city library may use the city's Sales Tax Resale Certificate (the city is the political subdivision) or may obtain a certificate of its own. If you have questions, please contact your ICfL area field consultant: Patrick Bodily (eastern); Kevin Tomlinson (southwest/south central); or Jan Wall (northern).

Leadership Professional Development

On October 4, 2016, sixty library staff members from around the state attended Library Journal's Professional Development "Leading from Any Position" at the Idaho Library Association Preconference.

The workshop enabled participants to reflect on their leadership skills and how they relate to the library's mission and community. Some take-aways included information about leadership competencies, community engagement activities, and developing a personal action plan.

Participants will continue to engage in leadership development activities through Library Journal's "The Commons," which provides discussion boards, online courses, and webinars.



325 W. State St.
Boise, ID 83702-6055

NONPROFIT ORGANIZATION
U.S. POSTAGE PAID
Boise, Idaho 83702
Permit No. 1



**This project is made possible in part by the
Institute of Museum and Library Services.**

2017 Public Library Directors' Summit

The second-annual Public Library Directors' Summit is scheduled for **March 2 and 3, 2017** at the Red Lion Downtowner in Boise, Idaho. The online registration will be coming out soon. Phil Eastman, of the Leadership Advisors Group, will be the event facilitator.

Topics will include communication, leadership, and working boards, plus there will be time for networking, sharing and problem-solving. We hope trustees will encourage their directors to attend.

2017 Events for Trustees!

The Idaho Commission for Libraries will host regional sessions of "Trustee Connections," the week of **August 7 – 11, 2017**. Be sure to mark your calendar for the session near you! The sessions will include both public library directors and trustees, and focus on community engagement, roles, and the future of libraries.

- August 7, 2017** --- **Coeur d'Alene Public Library**
- August 9, 2017** --- **Location TBD in the Treasure Valley**
- August 10, 2017** --- **Location TBD in the Magic Valley**
- August 11, 2017** --- **Madison Library District, Rexburg**

New ICfL Board Member

In October, 2016, Governor Otter appointed Janet Franklin to the Board of Commissioners for the Idaho Commission for Libraries (ICfL). Franklin replaces Sara Staub, who retired from the ICfL Board after 15 years of service. Franklin represents the 2nd Congressional District of Buhl, Idaho. She is a bookkeeper and has been a member of a variety of boards, including the Southern Idaho Tourism Board. Franklin also contributes her time and talents to a number of causes and organizations, such as the Buhl Chamber of Commerce, for which she served as president and treasurer.