

**IDAHO BOARD OF LIBRARY COMMISSIONERS  
APPROVED MINUTES OF THE  
FEBRUARY 8, 2019 BOARD MEETING**

The Idaho Board of Library Commissioners meeting was called to order at 10:05 AM MT on Friday, February 8, 2019, at the Idaho Commission for Libraries. Participating were: John Held, Chair; Janet Franklin; Dave Mecham; Pat Raffee (by phone); and State Librarian Ann Joslin. Also attending the meeting from the Idaho Commission for Libraries were: Roger Dubois, Administrative Services Manager; Stephanie Bailey-White, Deputy State Librarian; Randy Kemp, Program Supervisor; and Tina Schilling, Office Specialist, serving as recorder. Guests present for parts of the meeting were Andy Snook, Deputy Attorney General, and John Watts, Idaho Library Association Legislative Advisor. Mark Alldredge was not present.

**I. Call to Order**

A. Introductions

**B. Agenda Review/Approval - action item**

**M/S Franklin/Mecham** that the agenda be approved as presented.  
*Motion carried unanimously.*

C. Announcements – Joslin shared that Volunteer Coordinator Colleen Schowalter was recently elected Board Chair for Serve Idaho, a division of the Department of Labor that promotes collaborative efforts among private and nonprofit organizations and state and local government agencies to advance national service programs and volunteerism throughout the state. Joslin also shared that she had just received a letter to the Board from Mark Alldredge in which he tendered his resignation effective today, due to work and family commitments.

**II. Approval of Minutes**

**A. December 7, 2018 meeting (Board Document 19-27)**

**M/S Franklin/Raffee** that the minutes of the December 7, 2018 Board of Library Commissioners meeting be approved as distributed in Board Document 19-27.  
*Motion carried unanimously.*

**III. Public Comment**

**IV. Consent Agenda Review/Approval – action item**

**M/S Franklin/Mecham** that the consent agenda be approved as presented.  
*Motion carried unanimously.*

**A. LSTA grant applications received – information item (Board Document 19-29)**

**B. Personnel report – information item (Board Document 19-30)**

**C. Next meeting dates** – Chairman Held noted that Commissioner Raffee suggested the Board hold an in-person meeting in March to continue discussion of transition plans for the State Librarian’s upcoming retirement. That meeting will be March 21<sup>st</sup> and will begin at 9:30 AM MT. The April meeting will be rescheduled to the 18<sup>th</sup>, with format to be decided at the March meeting.

**V. Legislation – Policies – Rules**

**A. Legislation – information item**

Joslin shared that the FY2019 supplemental requests for the LILI contract extensions and the increase in public library broadband reimbursements are scheduled for hearing in JFAC on February 14. JFAC will discuss and decide on its recommendation for our FY2020 appropriation on the February 22.

Bailey-White is currently in the House Education Committee meeting to answer questions about the Commission’s rule changes. Earlier, she presented the rules to the Senate Education Committee, which approved them, and to the House Education Rules Subcommittee, which recommended to the full committee that they be approved.

Representative Clow invited Joslin to meet early in the session to discuss library filtering legislation. He is still interested in the issue but concerned that small libraries’ budgets would be negatively impacted by a requirement to add wifi filtering. He requested data on library budgets, which Joslin provided along with FTE data. Joslin encouraged him to seek state funding for all public library wifi if filtering is going to be required.

Joslin also received an invitation from Representative Horman, now Co-Vice Chair of JFAC, to meet with several legislators who have concerns about content in EBSCO databases. One representative brought print copies of articles that were accessed through the student interface that returns search results from a number of EBSCO databases. Joslin agreed that it was content that most parents would not want their elementary school students to see. She agreed to contact EBSCO to find out why that content was available through the student search interface.

After several exchanges with EBSCO staff, Joslin learned that there were errors in LiLI.org’s student profile settings, which have since been corrected. Commission staff will work to improve communication with EBSCO to ensure that we are notified when they make changes to search interfaces or curation tools so we can determine how to deal with the changes.

B. Policies

C. Rules

**VI. Federal Fund**

A. Finances

**B. Program**

**1. LSTA re-authorization – information item (Board Document 19-31)**

The IMLS reauthorization legislation, S.3530, the Museum and Library Services Act of 2018 (MLSA 2018), was signed into law in late December. It provides the statutory authority for IMLS programs and activities through federal FY2025.

IMLS will implement the new Grants to States programmatic changes beginning in FY2020. The MLSA 2018 increases the allotment base for each state from \$680K to \$1M; any amounts above the base will remain population driven. Implementation of the new base is dependent upon increases in appropriations and will be applied in a way so that no state receives a decrease in funds. Full implementation of the base increase may take multiple years.

**VII. General, Miscellaneous Revenue, & Library Services Improvement Funds**

**A. Finances**

**1. Broadband Toolkit Improvement Program (BTIP) report – information item (Board Document 19-32)**

At the August 2018 meeting the Board approved expending up to \$12,500 from the Library Services Improvement Fund for \$500 grants to 25 public libraries that complete a broadband assessment. Joslin reported that after launching the Broadband Toolkit Improvement Program (BTIP) on October 1, 2018, 25 libraries applied to participate. As of February 8, 2019, seven libraries had completed the program and received \$500 toward the implementation of the action items identified in their resulting Library Broadband Improvement Plan. Two additional libraries have indicated interest in participating should more funding become available in the future.

**2. EOR Reimbursements report – information item (Board Document 19-33)**

21 libraries haven't yet submitted their requests for broadband reimbursement for the first six months of this fiscal year. Reimbursement amounts are based on the information in the E-Rate applications and amounts approved by USAC. Franklin asked why Twin Falls would receive less money than Priest Lake as indicated on the document. Joslin noted that it was a combination of factors: the network configuration, the type of internet access, and vendors available to the library.

**3. FY2020 Governor's recommendation – information item (Board Document 19-34)**

The Board document shows the Governor's recommendation compared to the agency's FY2019 appropriation. For the two FY2019 supplemental requests, LiLI contract extensions and an increase in EOR reimbursements, he recommends covering those new costs by redirecting part of the unused FY2019 appropriation that was earmarked for TBS services if LSTA money was not forthcoming.

**VIII. Operations Report – information item (Board Document 19-35)**

- A. State Librarian** - Joslin reported making contacts with members of the new administration, some new to state government and others transferred to different positions. She and Bailey-

White met with one of the Governor's senior policy advisors, and are scheduling meetings, along with Kemp, with the directors of the Department of Labor and Veterans Services. The last week of February Joslin and several other state librarians will travel to Washington, DC, to meet with our respective members of Congress to discuss library issues.

**B. Management Team Members –**

Dubois shared that the work to replace parts of the basement floor damaged by the hot water pipe break will start soon and will take 2 months to complete.

Kemp met with the deputy director of the Department of Labor and five of his staff to discuss potential collaboration among public libraries and the 25 regional Labor offices. The meeting with the director of Veterans Services addressed TBS and LiLI.org access for the Veterans Home residents, opportunities for workforce development for veterans transitioning to civilian life, and tapping into their statewide network of offices.

**IX. New Business**

**A. Board vacancy - action item**

Chairman Held noted that he plans to move to the Boise area within the next 6 months and as the representative from Congressional District 1, he may or may not stay within that boundary. With Board member Alldredge's resignation from the Southwestern Idaho Board seat, Held could apply for that open position, and the agency could then recruit to fill the CD 1 position. Joslin will contact the Governor's office to confirm the process for changing Held's seat, then move forward with that process.

The Board identified several preferred attributes of Board candidates, including previous government or non-profit board experience, interest in libraries, broad understanding of societal trends, and experience in collaborative work.

**X. Strategic Issues**

**A. Kindergarten Readiness Grant Program – discussion item (Board Document 19-36)**

**B. Topic(s) for next meeting**

This discussion was tabled until the next regular meeting.

**Executive session (Board Document 19-37)**

**M/S Mecham/Franklin** that the Board go into Executive Session pursuant to Idaho Statute 74-206(1)(a), to consider hiring a public officer, employee, staff member or individual agent.

*Roll call vote: Held, aye; Mecham, aye; Franklin, aye; Raffee, aye*

The Board convened the executive session at 11:35 AM. Board members were joined by Deputy Attorney General Andy Snook, Joslin, Dubois, and HR Specialist Peter Nelson. Held adjourned the executive session at 12:15 PM. The Board reconvened in regular session at 12:40 PM.

## **XI. Old Business**

### **A. Board advocacy – work session**

John Watts met with the Board to share advocacy ideas and to identify ways Board members might advocate for library services and interact with policy makers at all levels.

## **MEETING EVALUATION**

Held adjourned the meeting at 1:35 PM.

Next Meeting: Thursday, March 21, 2019 in Boise, tentative start time of 9:30 AM MT