

VII. OPERATIONS REPORT

A. Management Team members' reports – information item

Report from State Librarian Stephanie Bailey-White

- The ICfL will be receiving approximately \$2.4 million as part of the American Rescue Plan Act (ARPA) of 2021. We need to spend 95% of the funds in FY22 (July 1, 2021 – June 30, 2022) and getting those plans shaped up has been the top priority during the last month.
- The ICfL budget passed the Senate and House and was headed to the Governor's desk. It will need to be reopened due to the ARPA funds.
- The Blue Cross of Idaho Foundation moved ahead with their proposal to pilot a libraries and telehealth program with two libraries in Clearwater County. I am pleased to see this development and look forward to working with these libraries.
- ICfL will host an online forum with directors from the 28 public libraries in the state that serve populations of 10,000 or more. These 28 libraries serve approximately 73% of the state's population and hosting a special meeting will provide an opportunity for the ICfL staff to continue to build relationships with these directors, provide a venue for them to network with peers, and get the word out about plans for ARPA funds.
- I will be the closing keynote at ILA Regional Library Conference on April 16. I plan on talking about Digital Equity / Inclusion and ARPA funding, in particular. We are using that target date to hopefully kick off some of these initiatives.

Report from Deputy State Librarian Tammy Hawley-House

- Save the Date for Trustee Connections: June 18, 2021. Field Consultant Emily Sitz is working with the Montana State Library and other state library organizations involved in an IMLS "Framing the Future" grant to bring strategic planning training with a focus on inclusion to this year's virtual training.
- The Idaho Digital E-book Alliance continues to grow. We currently have 13 public libraries and 43 school districts or independent schools making up the alliance. We are aware of two large public library consortia consisting of 75 public libraries and branches that have completed agreements to join. OverDrive is working to connect them. We currently have almost 7,000 titles and over 8,000 check-outs since the program's inception.
- The Youth Services Team is partnering with The Center for Childhood Creativity at the Bay Area Discovery Museum (BADM) and the California State Library on another IMLS grant. This [Reimagining School Readiness](#) project blends information on the latest research in child development and best practices for encouraging school readiness. Virtual trainings will take place this spring. Each attendee will receive the grant-produced toolkit, resources, and necessary supplies for participatory learning.
- This year's Jump Start Kindergarten program is off to a great start. While requests are on-going, we are sending 7,000 Kindergarten books (plus support materials) to approximately 40 libraries/branches to serve 118 schools.

- The Special Projects Library Action Team (SPLAT) is under new leadership from Emerging Trends Consultant Deana Brown, with help from Continuing Education Consultant Annie Gaines. Special thanks to Dylan Baker for leading this team for the past three years. Their first charge was recruiting and onboarding three new members. The new members are:
 - Mallory Snow, Children’ Programming Specialist at Idaho Falls Public Library
 - Simon Clifford, Branch Librarian at Boise Public Library! at Cole & Ustick
 - Brooke Urbaniak, Circulation/ ILL Supervisor, Molstead Library – North Idaho College
- I am currently working with small teams to provide input in creating our new strategic plan, to be presented to you at the June Board meeting.

Report from Administrative Services Manager Roger Dubois

FUNDING:

- We are fast approaching the end of FY 2021 and have implemented our processes for an efficient finish. During this last quarter, I anticipate finishing the building security upgrades, starting FY 2022 CEC (change in employee compensation) early, preparing for ARPA grant awards, and Luma implementation (at least in part).
- Luma, the new statewide financial, personnel, and procurement system, was slated to start (all but the personnel module) on July 1, 2021. However, due to setbacks related to COVID-19, it has been delayed. More information is expected.

HR: During my last report, I mentioned a “surplus position” we identified to Legislative Services Office (LSO) and the Division of Financial Management (DFM). The Joint Finance and Appropriations Committee (JFAC) opted to take no action on eliminating this position. It was providential. We will reclass this position to support the increase in our federal funding.

FACILITIES: Construction and building security improvements are progressing. The office construction is complete. Security improvements are ongoing and completion is expected before the end of this fiscal year. I anticipate implementation of ADA-compliant restrooms to begin this fiscal year or during the first quarter of fiscal year 2022.

TRANSITION: I have been with the Commission for 10 years. During this decade I have made many changes (most I hope beneficial changes) and we faced many challenges. My wife desires to be closer to our grandchildren who moved to Mississippi three years ago with their wayward parents. In the coming months, I’ll make the move also. Although the timeframe is still yet to be determined, shortly after the new fiscal year and Luma implementation I’ll depart ICfL.

Report from Talking Book Services (TBS) Program Supervisor LeAnn Gelskey

- I presented on Idaho TBS services to the Boise VA and also to the National Federation of the Blind Idaho at their convention. Both were virtual presentations.
- “Info2Go! Read Your Own Way: All About the Talking Book Service” Update—Over 50 people registered and 34 participated the day of the event. Good questions were asked

and follow-up phone calls have been fielded by our Customer Service Representatives (CSRs). All in all, it was a success!

- The National Library Service recently made an official change to certifying authorities which will allow Idaho TBS to expand services to those who have a perceptual or reading disability. The need for potential patrons to have a doctor of medicine or osteopathy certify their application in order for them to be eligible for services has been eliminated. The list of professionals who can certify the eligibility of applicants with reading disabilities has been expanded to include reading specialists, educators, school psychologists, and librarians.
- It's time for the patron satisfaction survey, done every two years. The survey will be mailed to each TBS patron and may also be completed online or by phone with one of the customer service representatives. The deadline is June 15th and I will offer a full report to the board in August.
- I am working to update the TBS website and revamp the promotions page. A donations button was added to the main page. The next page that we will work on is the TBS Advisory Committee page.

Report from E-Services Program Supervisor Dylan Baker

- With the support of our new Library Technology Consultant William Lamb, we have more public libraries than ever before participating in the federal E-rate program and state broadband reimbursement program (EOR). We have a record 73 public libraries participating in the upcoming E-rate Funding Year 2021 (July 1, 2021 – June 30, 2022), in which these libraries will have all their internet costs covered between these two programs.
- We are tracking additional broadband funding that will soon be available to libraries and their patrons provided by the American Rescue Plan Act (ARPA), including the \$3.2 billion Emergency Broadband Benefit (EBB), \$7.2 billion Emergency Connectivity Fund (ECF), and the \$9 billion Emergency Capital Investment Program (ECIP). We are awaiting the rulemaking currently taking place at federal agencies that will indicate how these funds will be made available.
- Graphic/Web Designer Ben Bibikov and Web Developer Doug Baker successfully migrated the main ICfL website to a newer web hosting platform earlier in March. The new web host provides for improved speed and performance while reducing overall cost and staff maintenance. We hope to migrate the other ICfL websites, including LiLi.org and eBranch websites, over the course of this year.

Report from Partnerships and Program Supervisor Amelia Valasek

- Onboarding & Orientation – I continue to get up to speed on ICfL operations, completing orientations with various groups, establishing rapport with my team and other staff at the ICfL, and identifying functions within my span of control that need further work or development. I look forward to taking on additional projects as I settle in and am excited to be on the team that will help roll out our ARPA grants to libraries in the coming year.

- Summer Internship grant – We had eight libraries apply for the summer internship grant and were able to fund all of them. We are excited about working with these libraries and exploring new opportunities through this program.
- Let’s Talk About It – We hosted a Theme Development Committee on March 30 and April 1, where we decided on two new themes and picked five of our existing themes to refresh and update. We will be recruiting scholars to follow through on creating the full content of each theme, and will be purchasing new titles, and finalizing materials for the library application process. Our goal to open applications in early June and officially launch the program in October.