

VII. OPERATIONS REPORT

A. Management Team members' reports – information item

Report from State Librarian Stephanie Bailey-White

- The ICfL opened the “Keep Students Learning and Adults Earning/ARPA” grant round on May 11, 2022 with a June 15, 2021 deadline. Approximately \$1 million is available for public, school, academic, tribal, and special libraries in American Rescue Plan Act (ARPA) of 2021 funds. We hope to get a good response. Funds will be awarded in July. Staff have submitted ideas for utilizing some of the one-time operating funds to further our mission.
- ICfL hosted an online forum with public library directors who serve populations of 10,000 or more. Fifteen directors attended and all indicated they would like ICfL to continue to provide a venue for them to network with peers.
- I am serving as member of the STEM EcosySTEM, a statewide group organized by the STEM Action Center. I am doing some committee work with this group as well. I believe my time networking with others from across the state is well spent and I’ve seen some changes regarding increased support for digital equity, for example.

Report from Deputy State Librarian Tammy Hawley-House

- Last fall, ICfL staff implemented LITT- Libraries in Idaho Talking Trends. These virtual chats focus on different communities within Idaho libraries, like teen services, collection development, marketing, academic libraries, school libraries, etc. To date, four ICfL staff have facilitated 13 chats for over 160 Idaho library workers. Participants have expressed their appreciation for the chance to connect with others and talk about what is going on in their libraries.
- Several staff are involved in planning for several upcoming summer trainings:
 - Summer Summit for school librarians will take place in July. This annual event will be held both virtually and in person in Boise.
 - Moss Meet-up for academic library staff will take place virtually in July.
 - This year’s Trustee Connections training, The Importance of Strategic Planning, will be held on June 18, 2021 virtually.
- The Youth Services Team delivered virtual training to 41 library staff in April & May as part of the [Reimagining School Readiness project](#). Attendees received resources in advance of the training to aid in hands-on learning.
- Thirty-seven libraries joined us in recognizing Child Abuse Prevention Month in April by requesting pinwheels to be displayed and distributed in their communities. This annual event is sponsored by our partners at the Idaho Children’s Trust Fund.
- We recently hosted a well-received webinar entitled Looking for Mirrors in the Library: Collection Development to Support Indigenous Patrons. Sixty-five library staff attended to hear guest speakers: Coeur d’Alene Public Library Children’s Librarian Mandi Harris, American Indian Services PREP Director Sunshine Shepherd, and Coordinator for Indian Education at the Idaho State Department of Education Johanna Jones.

- Our state data coordinator, Jamie Mott, delivered a webinar to public library directors explaining the changes to the upcoming annual survey. The changes are a combination of federal questions and those unique to Idaho, which we based on feedback from Idaho public library directors.

Report from Administrative Services Manager Roger Dubois

- **FUNDING:** Fiscal year 2022 appropriations were established in two bills this year, S1162 and H373. I previously reported on S1162. H373 established appropriations for ARPA funding in the following objects: Personnel at \$100,000, Operating at \$1,200,000, and Trustee & Benefit at \$1,000,000.
- **FACILITIES:** We implemented building security improvements on June 1, 2021. Additional passive surveillance cameras are slated for installation soon. I anticipate the cost for the cameras to be encumbered into fiscal year 2022. The ADA-compliant restrooms, although not scheduled on the facilities calendar, should begin construction during the first quarter of fiscal year 2022.

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

- The TBS Advisory Committee met on May 26, 2021. Agenda items focused on ARPA funding and seeking input from the group on outreach and marketing. The next meeting will be September 1, 2021.
- The National Library Service Western Midlands Regional Conference was held virtually in early May. The focus was on advancing technology and how to best implement new services to the blind and visually impaired. I have asked that Idaho be included in some of the upcoming equipment test pilots.
- A new webpage has been created by ICfL staff and was recently launched. It is a resource page with deaf, hard of hearing, deafblind, blind, and visually impaired links. A combined logo featuring the TBS logo and the hand sign for 'read' was created for the page. I am in the process of transferring the accordion drop down navigation features to PDF files for easier access. The page can be viewed at <https://libraries.idaho.gov/dhh-bvi/>
- The patron survey continues with a good response thus far. A full report will be offered in August.

Report from E-Services Program Supervisor Dylan Baker

- Since its launch just over six months ago in November 2020, our Idaho Digital E-Book Alliance (IDEA) has been growing quickly. As of May 20, 2021, we have connected 27 Idaho public libraries and 48 Idaho school districts with IDEA; additionally, the Idaho Digital Consortium, our state's largest public library OverDrive consortium with 49 members, is scheduled to be connected by June. We have had 13,700 total checkouts of over 10,000 e-books and nearly 3,500 audiobooks. Our new temporary, part-time IDEA Collection Developer Anna Langrill, who brings several years of collection development experience with her, is currently purchasing titles using our remaining end-of-year funds and gearing up for the additional funds we will receive at the start of the new fiscal year.

We are also preparing to disperse some of the ARPA funds to every Idaho public library (in the amount of \$2,000 per branch or bookmobile) specifically for use with OverDrive to enhance their existing collections and enable the 25 Idaho public libraries without OverDrive access to afford membership in an existing OverDrive consortium.

- Library Technology Consultant William Lamb and I continue to track additional federal broadband funding available to libraries and their patrons provided by the American Rescue Plan Act (ARPA). We are offering special Info2Go webinars for libraries and the public on Mondays in June at 12:30pm-1:30pm MT on two of the major programs, the \$3.2 billion Emergency Broadband Benefit (EBB) for households, and the \$7.2 billion Emergency Connectivity Fund (ECF) for libraries and schools.
- Web Developer Doug Baker, Consultant William Lamb, and I launched a new webpage all about Digital Inclusion (<https://libraries.idaho.gov/digital-inclusion/>). The new landing page provides definitions of key terms and collects resources for Idaho libraries and Idahoans on the five elements of digital inclusion. We intend to regularly update and add to this webpage with additional information and support as it becomes available.

Report from Partnerships and Program Supervisor Amelia Valasek

- ARPA “Students Learning/Adults Earning” grant – A significant portion of my time since the April meeting has been spent preparing for and rolling out the ARPA grant in collaboration with several other ICfL staff. This process has involved a great deal of effort and collaboration from the high-level strategic decisions down to the nitty-gritty details. We were able to put a lot of pieces in place in a relatively short amount of time, including a website, application and reporting forms, and an online webinar. Many thanks to the great team who have gone the extra mile to make this happen, with special thanks our Grants Officer Jamie Mott as well as Project Coordinator Kristina Taylor. Applications are due June 15th and funding decisions are expected by early July. This project will continue to keep us busy into the summer months.
- Let’s Talk About It – We are in the process of finalizing reading lists and program content for new and refreshed themes and are on track to release an updated website and library applications in early June.
- Summer Internship Grant – Eight libraries are currently finalizing the selection and hiring of their interns and we are excited to learn more about this year’s group of future librarians. We are currently working on a brief “welcome” video for the interns that will cover various types of library careers.
- Supervision & Leadership – We are currently in the process of hiring a new receptionist and hope to have someone in place near the end of June or early July. As the ICfL moves toward a sense of post-pandemic normalcy, and staff return to the office, I will be working with my team to manage this change. Many of the day-to-day processes and procedures that my team supports and carry out had been adapted or put on hold during the pandemic, or as the result of organizational changes, followed by extended transition and then onboarding in my position. These processes and procedures will need to be identified, reviewed and potentially revised as we all come back to the office and settle into our new normal.