

VII. OPERATIONS REPORT**A. Management Team members' reports – information item**

Report from State Librarian Stephanie Bailey-White

- Participated in the ARPA-project library tour (Hagerman Elementary, Hagerman Public, Richfield School and Public Library, Idaho School for the Deaf and Blind, Gooding Public, and kick-off event at Glens Ferry Public Library on April 15.
- Hosted another “Think Big” online session for library directors of larger public libraries. Provided an overview of the session and a good discussion followed. Shared similar information at the Academic Library virtual meeting May 25.
- Served on BSU’s library dean hiring team. Tod Colgrove, former Nevada State Librarian, will be starting in the fall.
- Attended the University of Idaho Library Advisory Board meeting on April 29.
- Participated in a great management team retreat at the MOSS Center in McCall on May 19. Discussed new organization restructure, reclassifying vacant positions, values statements, the strategic plans and more. Was a good use of time.
- Spending time working with the Digital Inclusion Team on the “discovery phase” of the state plan and will be diving into the budget and plan for that soon as the “plan to plan” is due July 12. Idaho will likely receive about \$564,706 to be used from October 1, 2022, to September, 2023 to develop the plan.
- Planning on attending the next COSLA (Chief Officers of State Library Agencies) meeting in Washington D.C. on June 23. Have scheduled several Congressional visits on June 22 to provide more information on how Idaho benefits from IMLS, ARPA and other federal funds.

Report from Deputy State Librarian Dylan Baker

- I have been working on both our Five-Year State Plan for Fiscal Years 2023-2027 required by IMLS and our annual update to our State Strategic Plan required by the State. Both are due on June 30.
- The ICfL hosted the 2022 MOSS Meetup on May 25, 2022. The MOSS Meetup is a yearly online gathering of the academic library community where participants attend to learn from their peers at other institutions. Planning and hosting of the event was led by Continuing Education Consultant Annie Gaines and Emerging Trends Consultant Deana Brown. We received 47 registrations and had 39 people attend the live event. Our keynote speaker was Emily Drabinski, ALA President-Elect, and the agenda included updates from 12 Idaho academic libraries as well as five lightning talks from Idaho library workers at three institutions. Feedback on this year’s event was positive, with one respondent reporting: “This year’s MOSS Meetup was a true pleasure to attend. I very much look forward to next years!”
- I am looking forward to attending the National Governors Association – Broadband, Workforce Innovation and Digital Equity Summit in New Orleans, LA on June 15-17 with

the Department of Commerce's Broadband Development Manager. This convening will be an excellent opportunity to gather more information that will help us put together our Digital Access for All Idahoans plan.

Report from Administrative Services Manager Jamie Smith

- **BUDGET:** I'm working in a time warp bouncing between three years: closing the FY22 budget, preparing the FY23 internal budget, and training in Luma for the FY24 budget submission! We're in good shape to close out the FY22 year and looking forward to the new Digital Access funds coming in FY23.
 - We have a new DFM Analyst, Erik Olsen.
- **FISCAL:** Both Phase 1 and Phase 2 of Luma is being postponed. The Luma Governance Board will decide in the coming months on a new implementation timeline. They are looking at several options, with January 2023 and/or July 2023 go-live dates.
- **LSO AUDIT:** The Legislative Services Office auditor was on-site in April to conduct a thorough review of FY19, FY20, and FY21. The draft report has been submitted with no findings or recommendations! This is a great affirmation of our internal controls and financial processes.
- **HR:** Governor Little's HR Modernization project is impacted by the Luma delays and may also be delayed. It was slated for implementation January 2023. With HR Modernization, our HR Specialist will support other state agencies in addition to the ICfL but will stay on site here. These changes will impact the ancillary duties he provides the agency.

Report from E-Services Program Supervisor William Lamb

- Participated in the hiring committee for the new TBS Program Specialist. The E-Services team looks forward to supporting the new person with the studio changeover to Hindenburg.
- We hired a new E-Resources Library Consultant, Marina Rose. Marina joins us from the Caldwell Public Library where she was the Adult Services Librarian for the last six years. As the Adult Services Librarian she has extensive experience in the LiLI databases and interlibrary loan sharing and in only one week with ICfL she is already putting that knowledge and experience to use.
- I'm continuing to work on finishing up E-rate assistance with libraries while Library Technology Consultant Doug Baker is tagging along to gain experience in the E-rate process. During the last E-rate season we were able to assist libraries in upgrading 16 branches to fiber connectivity.
- Attended the management team retreat in McCall. I felt this was a great opportunity to work with other management team members on the future of the agency, especially with the new org chart restructuring.

Report from Partnerships and Program Supervisor Amelia Valasek

- Workforce Development System: In April I served on the grant review panel for the federally funded, statewide Adult Education program. This involved reading and rating extensive (60+ page) application packets from seven providers (six public postsecondary

institutions and the Dept of Correction). Adult education providers often partner with local libraries to bring their services into outlying communities. It was a great opportunity to learn what our partners in adult ed are doing. On June 8th I will be attending the quarterly Workforce Development Council meeting in Boise, where I'll be presenting to the council about some of the relevant initiatives that ICfL is working on, including the DAAI plan and telehealth.

- Let's Talk About It: I facilitated the second of our virtual author presentations on May 5th which was a success. I am looking forward to the third and last session of this series on June 23rd with Reyna Grande. Ms. Grande is a nationally best-selling author of the immigration memoir *The Distance Between Us*. The event is open to the public and everyone is encouraged to attend.
- Digital Access for All Idahoans (DAAI) State Plan: I have been working on reaching out to my assigned partner contacts and have started conducting interviews. It has been interesting learning about the digital inclusion needs of various groups. I arranged for members of the Digital Inclusion Team to visit the Adult Education center at CWI on May 23rd, where we learned about some of the digital literacy programs they are conducting.
- Telehealth Initiative: We have kicked off the Telehealth Trailblazers grant cohort (funded by Blue Cross Foundation for health). This group of pilot libraries will be meeting monthly for peer support, collaboration, and training. ICfL staff continue to build our network of partners to support this initiative and will be coordinating speakers/trainers to attend various cohort meetings, conferences, etc. Additionally, we are working closely with staff at the Dept of Health and Welfare to implement a project that will bring telehealth pods/rooms to up to 20 rural libraries over the next two years. We helped H&W host a focus group with interested libraries on June 1 to better understand their needs and barriers.
- General: I attended the management team retreat in May, which was a really great experience. I continue to work with my current and future direct-reports as we transition to the new org chart. A major component of this change will be supervising the Youth Services consultants, and I am working on understanding their projects and processes.

Report from Talking Book Service Program Supervisor LeAnn Gelskey

- **STUDIO:**
 - The transition to the new Hindenburg software is almost complete. The exciting news is that the team has successfully uploaded four locally produced titles to the National Library Service (NLS) collection and has seven more ready to go!
 - Along with this huge accomplishment, we have promoted Rachel Welker to the TBS Program Specialist position. She is a quick study and will begin the transition process immediately.
 - Sheila Winther was retained as a temporary employee to assist in the studio. Her last day was May 25th. We wish her well in her re-retirement from ICfL.
- **ADVISORY COMMITTEE:** The advisory committee met face-to-face in May for the first time since 2019. It was nice to gather, and everyone appreciated the personal contact.

There is a vacancy due to Marina Rose's recent employment at ICfL. She had been serving as a public library representative. We would like to recruit someone from North Idaho to take her place since we don't have that area of the state represented on the committee. There is also interest from a student at Idaho State University to serve as the student liaison. The committee will meet again in early September.

- **LET'S TALK ABOUT IT:** The next round is now open for applications. I will be following Amelia's well-developed plan from last year and Josie continues to assist me. With \$5,000 in additional funding from the Humanities Council, we are adding a few new titles to two of the new themes developed last year.
- **'THAT ALL MAY READ' MINI-GRANTS:** I'm pleased to announce that 28 libraries received funding through our first mini-grant cycle. Many libraries plan to use the funds to expand their large print collections, provide outreach to care facilities, and obtain assistive technology to ensure more Idahoans can read.
- **TRAINING:**
 - KLAS Users Online Mini-Conference
 - NLS National Conference of Librarians (virtual)
- I attended the management team retreat in McCall. It was a great opportunity to get to know my colleagues better and collaboratively work together on work culture, strategic planning, values and more.
- I also participated in the ARPA-project library tour (Hagerman Elementary, Hagerman Public, Richfield School, and Public Library, Idaho School for the Deaf and Blind, Gooding Public, and kick-off event at Glenns Ferry Public Library) on April 15. I really enjoyed the tour at IESDB and the opportunity to see the assistive technology that is used there.
- I attended the National Federation of the Blind Idaho conference in Idaho Falls. I offered updates on the program and fielded questions. While I was there, I visited the Idaho Falls Public Library and the Museum of Idaho.