

VII. OPERATIONS REPORT

A. State Librarian and Management Team Members' Reports – Information item

Report from State Librarian Stephanie Bailey-White

- I attended a State Digital Equity Planning training on September 20-21 with Dylan and William held at the Reserve Bank in Philadelphia. Content was provided by the National Digital Inclusion Alliance. It was good to attend as a team, and all the information was relevant to our planning process.
- I also attended the National Digital Equity Summit in Washington D.C. hosted by the Department of Education and their Office of Education Technology on September 28. They have released a toolkit and provided other information that will be helpful as we move ahead with planning efforts.
- I submitted a report to JFAC as requested via intent language in our budget bill about the IDEA collection and revisions to the Electronic Collection Development policy. Rep. Horman requested a redline version of policy, and that was sent. She also requested additional information about school library funding, and a version of Board Doc 23-26 was sent to her.
- As Dylan notes below, the last few weeks have been spent prepping and attending the annual Idaho Library Association Conference in Lewiston. I was pleased with the turnout and content for our kick-off event to the Digital Access for All Idahoans planning process – about 40 in-person and 5-6 virtual attendees. It was good to connect with ILA attendees and share important information with them.
- I will be attending the COSLA (Chief Officers of State Library Agencies) Fall Conference in Montana October 23-26 and taking the rest of the week as vacation time. Agenda items include an update from the Institute of Museum and Library Services Director, strategic planning, navigating polarizing situations, an American Library Association update, industry insights, their annual membership meeting, and more.

Report from Deputy State Librarian Dylan Baker

- We submitted our Annual Performance Report to the Division of Financial Management (DFM) two weeks ahead of the deadline. This was only possible with support from Jamie, Amelia, LeAnn, Continuing Education Consultant Annie Gaines, Library Technology Consultant Doug Baker, and other staff that provided the statistics needed to complete this annual report. All the FY 2023 Performance Reports should soon be available on DFM's website.
- Working with the Division of Purchasing (DoP), we developed and posted a Request for Proposal (RFP) to contract with a vendor to assist us with several elements of our Digital Access for All Idahoans (DAAI) plan over the next year (October 2022 – September 2023). Our RFP is scheduled to close October 26, with an award being made before Thanksgiving. This accelerated timing for our RFP was only possible with help from Stephanie, Jamie, Buyer Sandy Hetzel, and DoP Purchasing Supervisor Bob Morlan.

- 15 staff from ICfL attended the Idaho Library Association (ILA) Annual Conference in Lewiston on October 6-7 (the first in-person ILA Conference since 2019). ICfL staff played a lead role in both free 3-hour preconference sessions on October 5, focusing on early learning and digital access. Throughout the rest of the two-day conference, ICfL staff provided five well-attended sessions on topics such as e-books, telehealth, Latinx family engagement, E-rate, and maker spaces. The conference had 110 in-person attendees and 18 virtual attendees in total.

Report from Administrative Services Manager Jamie Smith

- **Budget:** Submitted the FY24 budget on time! Completed some revisions for Division of Financial Management (DFM) review.
- **Luma:** All hope for a January 1, 2023 go-live date for Phase 1 have been quashed. Thus, Phase 2 is also delayed.
- **Fiscal:** The Fiscal Team has been working diligently to close out the ARPA and LSTA 21 grants and prepare for the financial and grant management work coming with Digital Access for All Idahoans and ESSER funds.
- **Staff:** Our Buyer, Sandy Hetzel, retired on October 12 after 27 years with us! We were lucky to find an excellent candidate to take on the Buyer role, but she will not be able to start until December 12.

Report from E-Services Program Supervisor William Lamb

- Attended the State Digital Equity Planning training on September 20-21 in Philadelphia with Stephanie and Dylan. This was a great opportunity to learn more about the digital equity plan and brainstorm options going forward.
- Attended ILA and provided assistance for the Early Learning and Digital Access preconferences with Doug Baker and the Digital Access Team. Doug and I also hosted a session on E-rate and tech consulting that ICfL can provide to Idaho libraries.
- We have hired a new Digital Inclusion Consultant. Chelsea Summerlin will be joining us starting October 17 and comes from the Community Library Network in northern Idaho. Chelsea has experience in providing digital literacy training in classroom and one-on-one settings for over five years. Chelsea will be taking a large load in the digital access for all Idahoan plan and our digital inclusion efforts for many years to come.

Report from Partnerships and Program Supervisor Amelia Valasek

- Telehealth Initiative: The landing page for the ICfL's telehealth initiative can be found at: libraries.idaho.gov/telehealth.
 - o Upgrade Your Space with Health and Welfare – First round application closed September 30. We had 15 applications from across the state, which was about three times as many as we expected for the initial round. We're excited to review and move forward with the logistics phase of the project. Our goal is to have the first round of libraries set up by February 2023.
 - o I attended the annual conference for the Northwest Regional Telehealth Resource Center in Salt Lake on September 26-28. It was a great opportunity to

serve as a library ambassador and, although many of the people I spoke with hadn't thought about partnering with libraries, I was excited to hear that most of them thought it was a great idea once I explained that libraries were interested and capable partners.

- ESSER (Elementary and Secondary School Emergency Relief) Funds: ICfL has received \$1.25M in ARP ESSER funds, and staff have been working hard to build the infrastructure to award these funds as subgrants to the library community. In October we opened three new grant opportunities for libraries, including the Out of School Time Programming Grant (up to \$3,000), Out of School Time Planning Grant (up to \$20,000) Summer Support Grant (up to \$2,000), Summer Strategies Grant (up to \$30,000), and the Summer School Libraries Grant (up to \$7,000). In addition to funding, ICfL staff will provide ongoing technical assistance, training, cohort support, and professional development for participating libraries. Specific details can be found at <https://libraries.idaho.gov/esser>.

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

- 'That All May Read' grants were finalized and closed. Lots of success stories were shared with us, and it was a great way for public libraries to talk about TBS in their communities.
- I attended the ILA Conference and connected with a lot of the rural libraries located in northern Idaho. Supplies and displays will be sent to Weiser, Council, and Winchester.
- TBS was represented at the Idaho Optometric Association Congress in Sun Valley. Donna and Rachel presented as the breakfast keynote and hosted a vendor table. They also visited the libraries in the Wood River Valley.
- I offered an outreach event at the Bridgeview Estates Care Facility in Twin Falls. Four residents signed up for our services. I was unable to visit residents at DeSano Place Assisted Living in Jerome due to a COVID outbreak.
- The National Library Service (NLS) Western Region Conference will be held in Sacramento in early spring of 2023. I've been asked to participate in the conference planning.
- We welcomed two new members to the TBS Advisory Committee at the last regular meeting in September. Lynn Johnson from Lewiston City Library will serve as the Public Library Liaison, and Quincy Mattick from ISU will serve as the Student Liaison.
- We were selected by NLS as one of the network libraries to beta-test the new player.
- Let's Talk About It programs are gearing up this month at some of the participating libraries. Patrons are reportedly eager to begin reading and discussing again.
- 65 new patrons registered for TBS during the month of September, making it one of the busiest months on record.