

## VII. Operations Report

### A. State Librarian and Management Team Reports – Information item

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#### Report from State Librarian Stephanie Bailey-White

- The Idaho Commission for Libraries hosted Dennis Nangle, the Senior Program Officer for Institute of Museum and Library Services' (IMLS) Grants to States Program, on May 1-3, 2023. Board Chair John Held was able to join us for site visits at Glens Ferry Public and Nampa Public, two libraries that received American Rescue Plan Act (ARPA) funds through IMLS for outreach vehicles. Dennis was also able to visit a Libraries and Laundromats site and the Garden City Public Library. He had one-on-one discussions with all project leads and the fiscal team. The visit was productive and a good way for Dennis to see programs in action. Special thanks to Grants/Contracts Officer Talela Florko, who arranged all the visit details and provided a checklist of background information and financials for him. Dennis schedules visits every five years.
- The ICfL is partnering with University of Idaho Extension's Digital Economy Program to host a second "Readying Idaho's Rural Communities to Capture the Benefits of Digitalization" workshop in Moscow on June 28, 2023. The agency is also contracting with the Digital Economy Program to facilitate community, county, and regional meetings to form Broadband Action Teams. These teams will help position regions to best meet the needs of people in their communities when implementation funds become available.

#### Report from Deputy State Librarian Dylan Baker

- Our contracting partner for developing the Digital Access for All Idahoans (DAAI) plan, Boise State University Idaho Policy Institute (BSU IPI), has nearly concluded the research and data gathering portion of their work. They conducted 17 digital access regional focus groups in 13 cities across the state in April and May, with a total of 94 participants. A statewide digital access survey was conducted via phone, text, and online in May with a representative sample of 1,000 English-speaking Idahoans. An accompanying bilingual version of the survey to be administered to 400 Spanish-speaking Idahoans is also nearly completed. BSU IPI intends to conduct a couple dozen key interviews in June to round out the research. The BSU IPI team will then work to analyze and synthesize the gathered data and assist with draft plan development in July.
- The entire Management Team organized daily appreciation events for ICfL staff throughout Public Employee Recognition Week (May 8-12, 2023). ICfL staff were treated to personalized thank you cards and an assortment of tasty delectables all week long to recognize their hard work and contributions to our agency and the people of Idaho.
- For the final semester of my online Master of Library Science program through Emporia State University, I attended a global experience trip to Serbia between May 20-29, 2023. I visited 10 Serbian libraries/archives with my classmates and professor, learning about the practice of librarianship in another country and culture. I intend to share my

experience and observations first with ICfL staff and then with the Idaho library community later this summer.

**Report from Administrative Services Manager Jamie Smith**

- **Budget:** The agency is bouncing between three fiscal years again! We are closing out FY23, establishing the internal budget for FY24, and prepping for the FY25 request.
- **Luma:** Luma training is underway, and we are on track to implement as follows:
  - Human Capital Management will go live on June 11, 2023.
  - Finance and Supply Chain Management will go live on July 1, 2023.
- **Grants:** During FY23, we awarded \$1,001,610.49 to libraries through 335 individual subgrants in 13 different grant programs!

**Report from E-Services Program Supervisor William Lamb**

- **Education Opportunity Resource (EOR) Reimbursements:** During FY23, we reimbursed 69 libraries a total of \$184,345.41 for the non-E-rate discounted portion of their internet bills. Between E-rate and State EOR funding, libraries that participate pay a total of \$0.00 for their internet service in their respective fiscal year. Additionally, we reimbursed 22 libraries a total of \$74,685.01 for content filtering and mobile hotspots. In total we provided \$259,030.42 directly to libraries! These funds were a combination of EOR funding and other general state funds.
- **Connecting Communities:** The ICfL started a pilot project in 2022 to provide devices to libraries as part of our Digital Access for All Idahoans (DAAI) efforts to expand digital inclusion, equity, and digital literacy. Libraries that participated in this pilot were required to work with community partners that fall within the DAAI scope to increase access to digital resources and skills.
  - During the pilot project, the ICfL distributed 135 Chromebooks to 10 libraries throughout the state. These Chromebooks included a Connecting Communities logoed backpack, headset, and wireless mouse.
  - In July 2023, we will offer a second round of this project and provide 175 total Chromebooks. In addition to the logoed backpack, headset, and wireless mouse, we will also include a Chromebook “How-To” guide that a library in the initial pilot used with great success.
- **IT:** Statewide IT Modernization is on track to start July 1, 2023. The Office of Information Technology Services (ITS) has a new model that gives our agency a dedicated Service Delivery Manager. This relationship has started out with working through gaps, and I’m optimistic for the future with fully integrated ITS support. Additionally, I have bi-weekly meetings scheduled with the Service Delivery Manager to ensure our relationship is successful and our agency needs are met. We are currently working on multiple projects with ITS, including:
  - Updating wireless access throughout the building
  - Updating and moving network cabling
  - Implementing hybrid conference technology in the River Room

**Report from Partnerships and Program Supervisor Amelia Valasek**

- **Facilities Improvement Grant:** The grant application closes on June 12, 2023. We will share information about the number of applications we received at the June 15, 2023, Board meeting. The grant review committee will consist of four ICfL staff, as well as the director of the Nampa Public Library. We expect final award decisions by late July. <https://libraries.idaho.gov/facilities-capital-improvements/#Grants>
- **Youth Services (YS):** May and June are busy times for the YS team as we close out the state fiscal year and support Idaho’s libraries as they get ready for summer learning programs. Other updates from the YS team include:
  - **Summer Summit (July):** School Library Consultant Jeannie Standal will host the annual Summer Summit training event for school librarians in July, with support from the rest of the YS team. Each year, Summer Summit is hosted in a different location throughout the state. This year the training will take place in Boise, and we are excited to feature an in-depth look at the use of virtual reality as a learning tool for school libraries. Based on current registrations, we anticipate more than 80 school librarians will participate in this event.
  - **Support for Mobile Services:** Project Coordinator Kristina Taylor has been focusing on ways to support libraries with their mobile outreach programming, including bookmobiles and other mobile services. The need for this type of support became clear after the ICfL funded several new bookmobiles through last year’s ARPA Learn/Earn grant. As part of this enhanced support, Kristina has launched a Libraries in Idaho Talking Trends (LITT) Chat focused on mobile outreach services.
  - **Teen Services:** We are excited to report that 501 teens from 54 public and school libraries completed the Idaho Teen Reading challenge this year, up from 357 last year.

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

- **TBS:** I attended the National Library Service (NLS) Western Conference in Sacramento in April. It was wonderful to finally meet face to face with my colleagues from other network libraries. I will serve as the new secretary for the group. Director Broughton announced that next year’s NLS Conference will be held in Washington, D.C. at the Library of Congress. I hope to attend.
- **Let’s Talk About It:** The 2022-2023 program is finished, and work now begins on the next session. This continues to be a popular program, and I expect many libraries will apply again to participate.
- **That All May Read:** Interim reports for the 30 public library grant recipients were due June 1, 2023. I have been reading through them and following up on action items. Initial reports indicate many outreach events are taking place or planned throughout the summer. Also, libraries are purchasing many large print books and assistive devices.

- **Studio:** We held a volunteer appreciation luncheon in May with a great turnout! Two volunteers are set to retire, and they were honored with their service. All volunteers were recognized and thanked for their contributions to the ICfL and TBS.