

## VI. Operations Report

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

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

- I co-presented at Idaho’s Health Priorities Conference on May 30 with University of Idaho Digital Economy Program Instructional Coordinator Kathryn Leach. Our topic was “Opportunities to Leverage Digital Access and Adoption Resources, Collaboration, and Current Programming to Address Health Disparities.” A dozen very engaged participants attended.
- I was able to welcome 50 participants to the Growing Creative Aging Convening on June 6, led by ICfL Adult Services Consultant Deana Brown and partner agencies.

#### Report from Deputy State Librarian Dylan Baker

- I’m happy to announce that the ICfL’s Grants/Contracts Officer Talela Florko has been promoted to be our new Development Services Program Supervisor! Since joining us in early 2022, Talela has done amazing work administering our incoming and outgoing grants, as well as being a key member of the fiscal team during the transition to Luma. In her new role, she’ll be leveraging the leadership and supervisory skills she developed operating her own small business for over 7 years prior to joining us at the ICfL.
- I participated in the broadband panel at the third annual Idaho Rural Success Summit hosted by the Idaho Department of Commerce in Fort Hall on May 1. I was able to share an overview of our Digital Access for All Idahoans (DAAI) Plan and how it ties into the broadband opportunities and development occurring throughout our state.
- The ICfL submitted its application for the National Telecommunication and Information Administration’s (NTIA) State Digital Equity Capacity Grant Program for \$6,305,226.45 ahead of the May 28 deadline. Special thanks to Digital Inclusion Consultant Chelsea Summerlin for her time and effort developing the application with me and Stephanie. NTIA will now review our application and provide any feedback. NTIA’s first awards for this program are expected to occur by August 28 and on a rolling basis thereafter.

#### Report from Financial Manager Jamie Smith

- The new administrator for the Idaho Division of Financial Management (DFM) delivered the annual budget memo providing guidance on ICfL’s fiscal year 2026 budget submission. Similar to prior years, any enhancements to the General Fund must be under the 3% cap. The Budget Development Manual will be published in July, and the budget building can officially begin!
- The ICfL fiscal team is in a flurry of fiscal year end activities, working to close out the fiscal year in the new Luma accounting system for the first time.
- I’m excited to announce that ICfL’s former HR Specialist, Pete Nelson, is returning as the new Financial Specialist Senior! Pete has a great deal of financial and budgeting experience – handling a \$5 million budget in his career before the ICfL, acting as a budget back-up for my predecessor while in his role as HR Specialist, and currently handling the Change in Employee Compensation (CEC) and personnel budget. Pete is also a numbers guy with a degree in mathematics, and he is excellent at exercising his analytical skills. Pete is hitting the ground running with fiscal year end.

- The ICfL’s Financial Technician resigned in May, and we are in the process of hiring her replacement.

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

- Our “one-stop” shop in the form of a Knowledge Base is live with the first few resources added and available for trustees, directors, and library staff. This initial launch includes a Trustee Manual and Transition Notebook. Huge kudos to the various people who made this project possible. We anticipate getting more resources added over the next several months.

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

- **Talking Book Service:** The Idaho TBS team distributed satisfaction surveys to all of its patrons – about 2,300 Idahoans. The survey is open through June 14, and TBS staff have received about 600 so far. I will share final results at the next board meeting.
- **Let’s Talk About It (LTAI):** I have been working with Youth Services Program Specialist Josie Bradford, the ICfL financial team, and our friends at the Idaho Humanities Council (IHC) to close out the ICfL’s current contract and finalize the upcoming contract for LTAI 2024-25. I am happy to report that IHC has committed an additional \$5,000 in funding, allowing us to add five more libraries to the schedule. It is such a popular program, and with the refreshed collections and development of our new Indigenous theme, I expect even more interest. IHC is a fantastic partner, and we are so grateful for their ongoing support.
- **That All May Read:** Grant recipients have submitted interim reports, and final reports are due in September. With many of the grant-funded purchases complete, participating libraries are now focusing on outreach to promote the Idaho Talking Book Service.