

VII. Operations Report

A. State Librarian and Management Team Reports – Information item

Report from State Librarian Stephanie Bailey-White

- I enjoyed a visit to the Alaska State Library and attended the Pacific Northwest Library Association annual conference in Juneau from July 31 to August 3. I presented with colleagues from the Washington and Alaska state libraries on “Positioning Your Library to Help Lead the Digital Equity Charge.” Highlights of the conference included sessions on Alaska’s Talking Book Service, improving library services for incarcerated individuals, trustee training, and a presentation led by Lewis Clark State College Library Director Johanna Bjork.
- I also attended the Western Council of State Libraries annual meeting June 25 and 26 in San Diego, California. I serve as the secretary for the executive board of this group. The meeting was held at the main San Diego Central Library, a beautiful and functional space, and included an exchange of ideas and speakers on artificial intelligence, “artful aging” partnerships, and working with tribal libraries.
- I will join colleagues Mary DeWalt and Jessica Dorr as speakers at the Alturas Institute’s “Conversations with Exceptional Women” August 20 to 22 in Boise. Our topic is “The Importance of Books to Democracy.”
- The management team recently revised the employee evaluation process and shifted the majority of staff evaluations to the beginning of the fiscal year to align with the release of the ICfL’s strategic plan and to better comply with new Luma processes. The team also discussed and came to consensus to sunset the Summer Intern Grant program due to shifting staff responsibilities and the likelihood of digital navigator internships and other workforce development opportunities.

Report from Deputy State Librarian Dylan Baker

- The Institute of Museum and Library Services (IMLS) awarded a \$319,920 Laura Bush 21st Century Librarian Program grant to OCLC/Webjunction to partner with the ICfL and Continuing Education Consultant Annie Gaines to update our online ABLE (Alternative Basic Library Education) courses. The ICfL has provided ABLE courses since 1998, with over 5,000 course completion certificates to individuals in 32 countries.
- I participated in a “Building Community Broadband” panel at the Northwest Community Development Institute (NWCDI) on July 10. I shared an overview of the Digital Access for All Idahoans (DAAI) Plan and related opportunities with the audience of economic developers from rural Idaho communities.
- This summer, I attended three in-person Crucial Learning courses offered to state employees by the Idaho Division of Human Resources. I’m excited to integrate and apply these robust trainings on dialogue, influence, and accountability to my daily work.

Report from Financial Manager Jamie Smith

- The financial team did an excellent job closing out the fiscal year in Luma for the very first time. We ended up reverting more General Funds than we wanted to due to short turn around with some of the Education Opportunity Resource (EOR) reimbursements, but I think it was a success overall!
 - General Funds reverted at close of Fiscal Year 2024:

- Personnel Costs: \$46.43
- Operating Expenditures: \$16,326.13
- Capital Outlay: \$0.00
- Trustee and Benefit: \$1.91
- We finalized the internal budget for FY25 and are excited for the fresh start.
- A majority of my time this month will be dedicated to preparing the ICfL's FY26 budget submission. We are working with a new Division of Financial Management (DFM) analyst.
- I'm excited to announce a couple of personnel updates! First, the ICfL's former E-Services Administrative Assistant Danielle Walker has shifted to the financial team as our Financial Technician. We are so grateful to have her. Second, with Talela Florko's promotion, we began recruiting the Grants Officer position and found a gem from the library community. Jamie Thill, from the Ada Community Library, will join our team.

Report from E-Services Program Supervisor William Lamb

- I'm currently working part-time as I finish up paternity leave. I'm incredibly thankful to my colleagues for the opportunity to spend the last couple of months with my new son.
- As Jamie noted in her update, former E-Services Administrative Assistant Danielle Walker has joined the fiscal team. The management team is currently evaluating the position to determine the best course for the agency.
- The E-Services team has done amazing work these last few months, specifically:
 - **Graphic/Web Design:** There is a new Talking Book Service website – <https://idahotalkingbooks.org>. Kudos to Graphic/Web Designer Haley Westbrook and the team that was involved in getting this created. The website is more user friendly and accessible to the public.
 - **E-Resources:**
 - The IDEA collection is going strong. As of June 30, we have 28,877 titles, including 962 in Spanish – an all-time high. Average monthly checkouts for FY24 were 8,979.
 - A target promotion of Learning Express Library on Lill.org resulted in a 25% use increase from FY23
 - **Digital Inclusion:** We continue to prepare for implementation of the Digital Access for All Idahoans (DAAI) plan, including the potential for three subgrant programs.

Report from Development Services Program Supervisor Talela Florko

- The Youth Services team hosted Summer Summit 2024 in July. The conference was held in Idaho Falls and provided three days of training for 60 school librarians and school library staff from throughout Idaho. We received positive feedback, and Commissioner Michael Strickland also attended!
- Two Youth Services grant applications will open in August: the Bucks for Books Grant (\$50,000 budget) and the Kindergarten Readiness Grant (\$100,000 budget). We will also launch the Idaho Teen Reading Challenge application.
- The ICfL submitted an annual and quarterly report for the Capital Projects Fund grant from the U.S. Department of the Treasury. The 15 Idaho libraries that received a combined \$3,258,800 through the ICfL's Facilities Improvement subgrant program are all making excellent progress. Some of the smaller projects are complete. The ICfL disbursed a total of \$1,742,925 to the libraries in FY24.

- The ICfL has nearly finished spending the \$1.25 million in American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) funds we received to increase out of school/after school and summer learning opportunities for Idaho's youth over the past two years. We had \$1,410.75 remaining at the end of FY24. In total, the ICfL subgranted \$940,000 to libraries and schools. We also funded professional development for Idaho library staff and purchased educational materials and kits that libraries have made available to their communities.
- Two Youth Services team members will attend the Association for Library Service to Children (ALSC) conference in Denver in September.

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

- **Talking Book Service:** As I reported last month, we have completed the required customer service satisfaction survey. I am still compiling the data and will have a report to share by the next board meeting.
- **Let's Talk About It (LTAI):** Program Specialist Josie Bradford and I are currently working on building the schedule of programs for the current cycle of this program, with some sessions beginning this October and run through next spring. With the additional funds from the Idaho Humanities Council (IHC) and LSTA funds, the ICfL was able to accept 20 libraries, which is an increase from 15 last year. Library patrons love this program, and we appreciate our partnership with IHC.
- **That All May Read:** Final reports are starting to trickle in but aren't due until September. From the initial submissions, I am happy to report that many large print titles have been purchased along with devices and other assistive technologies for Idaho communities.
- I am very happy to share that I will be attending the National Library Service (NLS) Conference in September in Washington D.C. This is the first in-person conference since the pandemic and there is much excitement to see everyone from the network libraries. It is also my first time visiting our nation's capital. I will share highlights from the trip at a later time.