

V. Operations Report

A. State Librarian and Management Team Reports – Information item

Report from State Librarian Stephanie Bailey-White

- Since the last board meeting, most of my time has been spent focusing on state and federal budget issues.

Report from Deputy State Librarian Dylan Baker

- I represented Idaho and the ICfL at the Chief Officers of State Library Agencies (COSLA) Voices for Libraries 2025 event on March 4-6 in Washington, D.C. I had positive meetings with all four of Idaho's Congressional offices and shared the impact of federal funding for Idaho libraries. Unfortunately, these meetings occurred the week prior to the executive order targeting the Institute of Museum and Library Services (IMLS), so I did not have the opportunity to speak with Congressional office staff about those recent developments.
- We are awaiting the review of the Digital Access for All Idahoans (DAAI) subgrantees we selected for tentative award by our federal funder, the National Telecommunications and Information Administration (NTIA). In discussions with our contacts with NTIA, we are expecting that they and their partner federal agency will complete their required review in May so we can make final subgrantee awards by June.
- I'm looking forward to co-presenting a broadband panel at the fourth Idaho Rural Success Summit hosted by the Idaho Department of Commerce in Worley on May 1. I appreciate the opportunity to share an update on the implementation of our DAAI Plan each year with summit participants.

Report from Financial Manager Jamie Smith

- The ICfL enhancement budget was presented to the Joint Finance-Appropriations Committee (JFAC) on March 20, 2025. The \$42,400 ongoing increase for trustee and benefit funding in the General Fund for the Education Opportunity Resource (EOR) was approved. However, the \$40,000 ongoing request for an increase in trustee and benefit funding for the Federal Fund was not approved. The Digital Access for All Idahoans request for a \$2.5 million ongoing increase in the Federal Fund was partially approved. Operating expenditures of \$1,231,000 were approved, but the \$151,000 for personnel and \$1,118,000 for trustee and benefit were removed, eliminating the Digital Navigator Project Coordinator position.
- Our new Grants Specialist, Rosie Espinoza, joined the team on March 17, 2025 and is doing wonderful learning her new role. Rosie comes to us from the Boise School District where she worked as a Community School Coordinator at Morley Nelson. Prior to her role at BSD, she was the Youth Services Outreach Assistant at the Caldwell Public Library. Rosie earned her BA in Education from Lewis-Clark State College, is bilingual (Spanish), and is interested in pursuing her MLS! She has experience on the other side of the ICfL grants from her time at Caldwell Public and she is interested in the Grants Specialist work and having an impact on the greater library community.
- The fiscal team is prepping for year-end to make sure it's a smooth transition now that we know what to expect in Luma. The detailed year-end close activities started in March and will extend through the very last day of the year on Monday, June 30th.

Report from E-Services Program Supervisor William Lamb

- We have a new process for issuing EOR payments – we've broken this down into three separate reimbursement timeframes (December, May and August). This breakdown will alleviate some of the burden on the E-Services and fiscal teams while also ensuring that libraries can take full advantage of what they are eligible for. Doug Baker, ICfL's Library Technology Consultant and myself will be leading the charge to process May reimbursements so they can get out the door quickly and allow us to know our exact end of year funds that we'll put toward content filtering and mobile hotspot reimbursements.
- The E-Services team has started work on the 94 eBranch websites to get them ADA compliant. Donnelly Library is the first that has been transitioned. You can view that at ebranch.lili.org/donnelly (Note: This is just a placeholder URL)
- With the elimination of the Digital Navigator Project Coordinator position we will be looking at how we move forward with Digital Navigator work without that dedicated position. More details coming as we work through some of these challenges based on the restriction of our Digital Access funds.

Report from Development Services Program Supervisor Talela Florko

- The grant committee for the Facilities Improvement Grant convened on April 7 to make award decisions. We received 10 applications requesting \$380,000 in funding. Our budget is approximately \$176,000.
- We submitted our quarter one project report for the Capital Project Funds Facilities Improvement Grant projects to the US Department of the Treasury. Eight libraries have completed their projects (Bear Lake, Cascade, Clearwater County, Eagle, Emmett, Garden City, Homedale, Wilder)!
- Other youth services grant activity included awarding Summer STEM grants and closing the application for the School Library Access Grant April 4th. The My First Books application for October 2025 – May 2026 closes April 20.
- Administrative Assistant Tina Shilling plans to retire in June after 21 years of state service! Her last day in the office will be May 2.
- We hosted Teen Convening April 8-9 in Meridian. Approximately 30 public library staff and 30 school library staff from throughout the state attended.
- YS Consultant Staci Shaw and Public Library Consultant Clay Ritter visited 21 libraries in eastern Idaho in March to conduct outreach and build relationships.

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

- **Talking Book Service (TBS):**
 - The TBS customer service representatives continue to connect with parents who have yet to return the now required National Library Service Parental Acknowledgement Form for their child. Last month, we were still waiting on 35 forms. After multiple attempts and conversations, we are now waiting on only 14.
 - Customer Service Representative, Dylan Richmond, attended the KLAS Users' Conference in Indianapolis. While there, she also visited the Indiana State Library.

- Program Specialist, Rachel Welker, presented at the annual National Federation of the Blind (NFB) Idaho Conference in Burley.
- **Let's Talk About It (LTAI):**
 - Final reports are due by the end of April.
 - The Idaho Humanities Council is actively working to streamline operations, reduce costs, and secure additional funding, while still hoping for the partial restoration of federal support. There is also approximately \$2,000 remaining in current funding since one library withdrew. With this in mind, we will resume our meetings to finalize the book list for the America250 theme development. Completing the list could support efforts to obtain additional funding through IHC.
- **That All May Read:**
 - Out of the 23 libraries that were awarded TAMR funds, nine have requested additional promotional materials to disseminate throughout their communities. Items included bookmarks, brochures, and reusable bags.