

V. Operations Report

C. Other– Idaho Commission for Libraries Performance Report FY 2025

Part 1 – Agency Profile

Agency Overview

The Idaho Commission for Libraries (ICfL) is located in the Executive Branch of state government. It is governed by the Board of Library Commissioners—five members appointed by the Governor. The agency’s name has varied since it was established in 1901, but through much of its history it was known as the Idaho State Library. Effective July 1, 2006, the name changed to the Idaho Commission for Libraries.

The State Librarian, appointed by the Board of Library Commissioners (I.C. 33-2504), serves as the agency’s chief executive officer and is charged with implementing the Commissioner’s policies and with managing the operations of the agency. The State Librarian works with five staff (Deputy State Librarian, Financial Manager, and three Program Supervisors) as a Management Team. In a relatively flat organizational structure, all employees work to support the agency mission to assist libraries to build the capacity to best serve their communities.

The Commission currently operates with 35.5 positions and maintains a central office in Boise at 325 W. State Street.

In 1901, the Idaho Free Library Commission was organized as a state institution and received its first state appropriation. In addition to providing reading materials to Idaho citizens via the traveling library, the agency was to assist in the establishment and improvement of free public and school libraries to deliver, foster, and promote library services throughout the state.

Beginning in 1957, the agency was designated as the Idaho recipient of federal funds under the Library Services Act (LSA) and was appropriated a significant increase in its General Fund budget to provide the match necessary to receive the LSA funds. The federal program evolved over the years to reflect changing needs, first to the Library Services and Construction Act (LSCA) and, most recently, to the Library Services and Technology Act (LSTA). LSTA funds are used for pilot projects, to implement collaborative projects among Idaho libraries, and for statewide library programs that provide services to all Idaho residents.

The following milestones in the agency’s history provide further context and foundation for understanding the four years covered in this report:

- In 1972, legislation passed that charged the agency with distributing Idaho state public documents through a system of depository libraries.
- In the same year, the State Legislature directed the agency to establish library services for the blind and others who could not use regular print materials.

- In 1984, library development services (continuing library education, consultant services, and statewide planning) were expanded as a response to major changes occurring in the public library community.
- In 1998, the Legislature appropriated ongoing state funds for the Libraries Linking Idaho (LiLI) Databases, the first online information and research resource made available statewide through the agency's website.
- In 2002, after a 20% budget cut over two years, several direct services were discontinued, and the agency's mission was changed to focus on statewide library development. With legislation passed by the 2006 Legislature, that mission was codified, the name of the agency was changed to the Idaho Commission for Libraries to better reflect its activities, and the Board was renamed the Board of Library Commissioners.
- The 2008 Legislature approved legislation establishing a digital repository for state publications to replace the print-based state documents depository system.
- The 2009 Legislature approved legislation removing the Commission from the oversight of the State Board of Education and making it a self-governing agency with commissioners appointed by the Governor, effective July 2009.
- In 2010, the Commission was awarded a \$1,907,531 Broadband Technology Opportunities Program (BTOP) grant to expand broadband and computing capacity in Idaho public libraries and expand online resources to support informal learning, job/workforce development skills, K-14 and adult basic education, and e-government services.
- Reflecting the state's economy, the agency saw a 34.5% budget cut over two years, from FY 2009 to FY 2011.
- In 2012, the Commission was awarded a three-year \$250,000 National Leadership Grant from the Institute of Museum and Library Services along with \$30,000 matching funds from the J.A. and Kathryn Albertson Foundation. The goal of this highly competitive Campaign for Grade Level Reading award category was supporting school readiness and combating summer learning loss.
- In FY 2017, the agency received its first state appropriation to reimburse public libraries for the non-E-Rate portion of their internet service costs under the Education Opportunity Resource Act. This ongoing funding has helped public libraries throughout the state significantly improve the public internet access they offer to their communities free of charge.
- In FY 2021, COVID19 caused the temporary closure of school, academic and public libraries throughout the state. The ICfL quickly re-tooled programs and trainings while providing guidance for continued library service.
- In FY 2022, the Commission created a statewide e-book/e-audio service and received \$1.9 million in grant funds from the State Department of Commerce to upgrade internet equipment in rural libraries.

The demand for library services continues to grow. Idahoans want traditional library services, 24/7 online information services, and a place — physical and virtual, local and global — to create content and participate in community conversations. The librarians' challenge is to plan for and

sustain the necessary trained staff, services, and technology to deliver this diverse range of services when and where people want them. The Commission’s continuing challenge is to help Idaho libraries better serve their communities and thrive in this demanding and rapidly changing environment.

Core Functions/Idaho Code

Consistent with its mission, the core function of the Commission is statewide library development. The agency provides continuing library education and consulting services to the Idaho library community, coordinates statewide library programs, administers grant programs for library development purposes, advocates for library services, facilitates planning for library development at the local and state levels, and supports national library initiatives that strengthen Idaho library services. Other functions include the management of [Stacks], the digital repository for state publications, and, in partnership with the National Library Service (NLS), the Idaho Talking Book Service (TBS).

Following are the relevant citations in the Idaho Code and the US Code:

- IC 33-2501. Commission for Libraries established.
- IC 33-2502. Board of Library Commissioners – Appointment, removal and terms – Officers – Meetings – Compensation.
- IC 33-2503. Board of Library Commissioners – Powers and duties.
- IC 33-2504. State librarian appointed by Board of Library Commissioners – Qualifications – Powers.
- IC 33-2505. Digital repository for state publications.
- IC 33-2506. Library services improvement fund – Established.
- IC 33-2611 and 33-2726. Public library annual fiscal reports.
- IC 67-2601(2)(f). Places the Commission for Libraries in the Department of Self-Governing Agencies.
- IC 33-5602 through 33-5604. Education Opportunity Resource Act – Purpose; Committee; Powers and Duties.
- US Code Title 20, Subchapter II, Library Services and Technology Act. As certified by the Idaho Attorney General, the Idaho Commission for Libraries is the official state agency in Idaho with the authority to develop, submit, and administer the State Plan under the Library Services and Technology Act.

Revenue

Fund	FY 2022	FY 2023	FY 2024	FY 2025
General Fund	\$4,255,880	\$4,468,960	\$4,618,800	\$4,764,100
Library Services Improvement Fund	\$243,703	\$124,730	\$80,307	\$82,056
Federal Grant	\$1,483,636	\$1,956,438	\$2,070,611	\$1,911,799
Miscellaneous Revenue	\$23,502	\$717,770	\$555,415	\$18,468

Fund	FY 2022	FY 2023	FY 2024	FY 2025
Cares Act Funds	\$307,000	\$0	\$0	\$0
ARPA	\$2,244,000	\$155,132	\$0	\$0
ARPA Capital Project Fund	\$0	\$0	\$1,814,766	\$1,159,433
Total	\$8,557,720	\$7,423,031	\$9,139,899	\$7,935,856

Expenditures

Fund	FY 2022	FY 2023	FY 2024	FY 2025
Personnel Costs	\$2,796,589	\$2,890,926	\$3,000,604	\$3,036,268
Operating Expenditures	\$3,164,488	\$3,335,580	\$3,439,808	\$2,850,527
Capital Outlay	\$9,080	\$0	\$0	\$0
Trustee/Benefit Payments	\$2,469,823	\$1,196,525	\$2,775,697	\$1,855,086
Total	\$8,439,980	\$7,423,031	\$9,216,109	\$7,741,881

Profile of Cases Managed and/or Key Services Provided

Case Managed and/or Key Service Provided	FY 2022	FY 2023	FY 2024	FY 2025
LiLI Databases Full Text Views¹	9,052,172	7,805,526	7,841,063	13,434,807
LearningExpress Library Site Visits	2,978	2,238	2,799	2,185
LearningExpress Library Learning Resources²	NA	NA	NA	NA
Talking Book Service Patrons	3,105	3,163	3,286	3,319
Talking Book Service Circulation	273,892	247,219	218,384	214,944
Attendance at Public Libraries³	3,784,794	4,974,031	5,725,604	6,022,466
Continuing Library Educations (Events Sponsored)	52	101	119	92
Continuing Library Education (Participants)	1,296	2,707	2,413	2,232
E-Course Completions	10,590	10,714	12,437	10,556

¹ Full text views are a more accurate indicator than logins due to the way stats are now collected.

² The number of resources provided can also be counted in diverse ways and is not a very meaningful metric.

³ Because of the October 1-September 30 fiscal year, the latest data available from public libraries lags one year.

FY 2025 Performance Highlights

The ICfL staff are adaptive and agile in delivering professional development via in-person trainings and online learning events. In addition to 92 formal training events, another 101 informal learning opportunities were offered, reaching over 4,500 customers.

In FY 2024, ICfL launched the Creative Aging Grant, supporting arts-based programs in Idaho libraries for older adults to enhance their mental and physical health. Nationally renowned nonprofit Lifetime Arts provided research-backed training for free, saving \$11,200 in registration fees to support more funds for programming. The grant expanded from three libraries in its pilot year to 14 libraries in FY 2025, thanks to strong partnerships. The Idaho Commission on the Arts contributed \$8,000 of the \$28,000 awarded and connected libraries with teaching artists. The Idaho Commission on Aging and Division of Veteran's Services shared grant and training opportunities through their networks. All four state agencies are part of Lifetime Arts' Western States Council, working on pilot projects and developing a statewide directory where teaching-artists and venues can connect.

In its 29th year in FY 2025, the My First Books (MFB) program supports children from birth to kindergarten who are unlikely to have many books in their homes or have a library card. The program provides a book a month for eight months for each participating child, and MFB families can participate in a free early literacy event. Since its inception in 1997, more than 68,000 Idaho children have received in excess of 615,000 books from 88 different Idaho libraries. MFB parents also receive "The Bookworm," a monthly newsletter with tips and strategies to support early literacy skills at home. More than 7,000 parents, caregivers, and educators in Idaho and worldwide receive newsletters each month from October through May when the program is active.

Part 2 – Performance Measures

Goal 1: Build the institutional capacity of libraries to best serve their communities.

1. Percentage of libraries with broadband speeds greater than 10 Mbps.

- a. Target: 2% annual increase
- b. FY 2022 Actual: 100 of 147 (68.03%) (24.1% increase)
- c. FY 2023 Actual: 133 of 162 (82.09%) (20.7% increase)
- d. FY 2024 Actual: 142 of 169 (84.02%) (1.93% increase)
- e. FY 2025 Actual: 141 of 174 (81.03%) (2.99% increase)

2. Percentage of E-Rate libraries with broadband speeds greater than 25 Mbps.

- a. Target: 2% annual increase
- b. FY 2022 Actual: 61 of 72 (84.72%) (11.3% increase)
- c. FY 2023 Actual: 64 of 70 (85.7%) (1.16% increase)
- d. FY 2024 Actual: 69 of 71 (97.18%) (11.4% increase)
- e. FY 2025 Actual: 71 of 73 (97.26%) (0.08% increase)

Goal 2: Strengthen the role of libraries and library staff as community educators and community conductors.

- 1. Percentage of participants who indicate they have made changes in their library procedures or services as a result of training or continuing education activities.**
 - a. Target: 80% or higher/year
 - b. FY 2022 Actual: 62%
 - c. FY 2023 Actual: 63%
 - d. FY 2024 Actual: 75.4%
 - e. FY 2025 Actual: 61.2%
- 2. Percentage increase in youth participating in summer learning programs.**
 - a. Target: 3% annual increase
 - b. FY 2022 Actual: 41.8% (69,725)
 - c. FY 2023 Actual: 16.5% (81,232)
 - d. FY 2024 Actual: 1.5% (82,422)
 - e. FY 2025 Actual: 30.1% (107,197)

Goal 3: Ensure equitable access to information and reading materials through direct service to Idahoans.

- 1. Percentage increase in interlibrary loans through ShareIdaho (formerly LiLi Unlimited) (to/from).**
 - a. Target: 1% annual increase
 - b. FY 2022 Actual: 15.04% (68,098)
 - c. FY 2023 Actual: -5.22% (64,541)
 - d. FY 2024 Actual: -0.72% (64,075)
 - e. FY 2025 Actual: -12.42% (56,115)
- 2. Percentage increase in the number of Idahoans registering for Talking Book Services.**
 - a. Target: 2% annual increase
 - b. FY 2022 Actual: 17.5% (417)
 - c. FY 2023 Actual: 16.1% (484)
 - d. FY 2024 Actual: -6.0% (455)
 - e. FY 2025 Actual: 1.5% (462)

Goal 4: Model responsible and effective government practices.

- 1. Percentage of agency staff who participated in professional development or leadership opportunities.**
 - a. Target: 20% or higher
 - b. FY 2025 Actual: 100%

Performance Measure Explanatory Note

Percentage of participants who indicate they have made changes in their library procedures or services as a result of training or continuing education activities: Increased proportional

attendance at ICfL training and continuing education activities by library staff without decision-making authority or responsibility.

Percentage of agency staff who participated in professional development or leadership opportunities: this new performance measure was not tracked before FY 2025.

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