

NEBRASKA LIBRARY COMMISSION

Lincoln, Nebraska

May 27, 2011

MINUTES

The Nebraska Library Commission met on May 27, 2011, at the Library Commission office, 1200 N Street, Lincoln. The meeting notice was posted on the Commission website.

Members present: John Dale, Charles Gordon, Patricia (Pat) Gross, Steve Batty, Diane Boyd, Sherry Crow. Staff present: Sue Biltoft, Mary Geibel, Rod Wagner, Richard Miller, Mary Jo Ryan, Allana Novotny, Lisa Kelly and JoAnn McManus. Public: Brenda Ealey, Kathleen Tooker, and Becky Baker.

Chair John Dale called the meeting to order at 9:30 a.m. This meeting is in compliance with the Nebraska Open Meetings Act.

Approval of Agenda: A motion was made and seconded to approve the agenda. Motion carried on roll call vote: Steve Batty – aye; Diane Boyd – aye; John Dale – aye; Charles Gordon – aye; Patricia Gross – aye and Sherry Crow - aye. Motion approved.

Approval of the Minutes (March 11, 2011) A motion was made to approve the March 11, 2011, meeting minutes. Motion carried on roll call vote: Diane Boyd – aye; John Dale – aye; Charles Gordon – aye; Patricia Gross – aye; Sherry Crow – aye, and Steve Batty - aye. Motion approved.

PUBLIC FORUM

Brenda Ealey, Southeast Library System, commented on news and activities within the southeast region. Ealey mentioned an American Library Association Award to be given to Joan Giesecke, UNL Dean of Libraries. Ealey also mentioned recognition of the Lincoln High School library media center as among the top 35 school libraries in the United States. The Southeast Library System will hold its annual meeting on June 30 at UNL's Morrill Hall beginning with a tour and followed by the membership meeting at Love Library.

Kathy Tooker, Eastern Library System, commented that the Eastern and Southeast regional systems hosted a colloquium on May 19. Dr. J. Rufus Fears, Professor of Classics at the University of Oklahoma, was the speaker. North Bend has a new library building that will open this fall. The Springfield Public Library received a major donation and will build a large addition and install a new automation system. The Eastern Library System's annual meeting will be held on June 10 at Midland University. The meeting will include a presentation by Jeff Barnes "To Live and Die on the Plains." Kathy stated that the Nebraska Library Leadership Institute will be held in July at the St. Benedict Center near Schuyler.

Becky Baker, Seward Public Library director, commented that the Seward public library is planning to open the library's lower level in November. The Library Foundation is seeking funding to match funds on hand to complete the lower level for library use. The project will

double the library's space. The Southeast Library System Friends group is holding a book fair at the Barnes & Noble Bookstore on June 11. The SELS Friends will host a special showing of the last Harry Potter movie.

CHAIR'S REPORT AND COMMISSIONERS' COMMENTS

Chair John Dale reported that he was among the Nebraska library representatives that participated in National Library Legislative Day activities held May 9-11. He said that nobody would be surprised by knowing that every level of government in this country is in fiscal hot water to some degree. John noted the importance of making contact with elected officials. He said that perhaps the most effective meeting was the Wednesday morning breakfast hosted by the Nebraska Congressional delegation. This was an opportunity to see and talk with Nebraska's senators and house members. John Dale mentioned that the Lincoln City Libraries is buying a new bookmobile. The current bookmobile was bought in 1993. The new bookmobile will run on natural gas. Lincoln has hired a consultant to work on the main library vision and concept studies. Koha is the open source Integrated Library System that the Lincoln library system has installed as one of the Pioneer Consortium libraries. Lincoln is the first of the consortium libraries to operate the new online system. John said that budgeting for Lincoln is a year round activity and this next year is going to be worse than this year. The USA PATRIOT Act renewal legislation was among the issues discussed during National Library Legislative Day. The renewal legislation was enacted at the very last minute (before its authorization expired). John said that the president signed the legislation electronically from France last night. The renewal did not include provisions that had been sought by the American Library Association.

Charles Gordon reported that there is nothing new in Fremont regarding immigration policies as a result of the U.S. Supreme Court's decision on Arizona's immigration law. Fremont's city ordinance related to immigration issues has an uncertain future in regard to litigation.

Pat Gross reported that the Panhandle Library System (PLS) has a new system coordinator, Terri Raburn. Pat said that she is helping with plans for the PLS and NEMA workshop to be held on August 2. Pat said that with reduced budgets the theme is "Show Me the Money Honey." Most of the workshop program will relate to what's out there for free. Kathy Terrell and Sandy White are on the committee. The Scottsbluff Public Library will hold a grand re-opening on June 21 to celebrate completion of the building addition and renovation. Pat said that her first job was with the Scottsbluff Public Library. Pat reported that Valetta Schneider, Western Nebraska Community College library director, is retiring in August.

Steve Batty reported that the McCook library foundation approved installation of an elevator for the library. The elevator will provide basement access and change the library's traffic flow. Steve said that the elevator will provide a significant improvement. Steve noted that the McCook library recently completed installation of eight new workstations provided through the BTOP program. The furniture was supplied by Cornhusker State Industries. Steve said the furniture looks great and matches the library's front counter. The libraries installed the library's old computers since the new computers haven't yet been delivered. The Republican Valley Library System (RVLS) will hold its annual meeting on June 3 in Red Cloud. Steve said that the RVLS is seeking was to reduce expenses. The system has given the option to receive the system newsletter online. The newsletter will be mailed to those requesting a paper copy. Also, more

meetings will be held via conference call, to save mileage expenses. The Buffalo Commons Storytelling Festival will be held the weekend after Memorial Day. This year's theme is "Tales and Trails." Steve expressed appreciation for the opportunity to attend the Nebraska Educational Technology Association conference in LaVista April 28-29. Steve noted the many excellent sessions held during the conference. Steve mentioned that the NETA website has extensive information about the conference and presentations: <http://netasite.org/>

Diane Boyd reported that she had met with Jessica Chamberlain, Northeast Library System Director. Diane commented that the Dakota City library is working hard to remain open. Diane said that library supporters are trying a number of actions to support the library. One of their events was a tea party with a special guest, Fiona Valentine, Coordinator of Public Relations at Western Iowa Community College, in Sioux City. Valentine is from England. Diane noted the contributions of others in Dakota City including a couple that painted and carpeted the library's basement.

Sherry Crow stated that the Meridian Library System office is moving again due to budget reductions. A lot of the system's equipment is up for sale. Sherry said that she was part of a delegation of American Association of School Librarians (AASL) members that went to the National Education Association (NEA) offices during National Library Legislative Day briefings. The delegation met with NEA staff to discuss the Elementary and Secondary Education Act, formally known as the No Child Left Behind, and the importance of including school libraries in the legislation. Librarians have never been included in this act, despite research that documents the contribution of school libraries and librarians to student achievement. Sherry Crow noted that school librarian positions are being cut in schools throughout the country. Sherry said that an image change is needed. School librarians are often the most tech savvy people in the school building. The educational emphasis is on STEM, (Science, Technology, Engineering and Math) and away from literacy. School librarians are involved in many activities. Sherry commented that the University of Nebraska at Kearney library learning commons is coming along well and is a beautiful, innovative, connecting point for students.

DIRECTOR'S REPORT

NLC Website Re-Design Project – Rod Wagner asked Lisa Kelly and Allana Novotny to report on the NLC website project. Lisa said that the new site is nearly ready and is expected to be available before the end of June. Lisa said that the major difference between the Commission's current homepage and the new one is that the departmental organization has been removed. The team sought to organize the website by service groupings. Lisa highlighted key features in the new website. Allana Novotny reported on migrating website content from the current to the new website. Allana said that nearly 7,000 pages of documentation have been migrated and the team is down to the last 30 or 40, these being the more difficult pages. Vern Buis has worked hard to track everything involved in this major transition. Mary Jo Ryan commented about some of the new features. For instance, posts from the Library Commission Blog will appear on the homepage. Allana mentioned that the new website has a popup that posts library stories in the news. The library stories are pulled from different Nebraska news sources.

Library Broadband Technology Project – JoAnn McManus reported on the Library Broadband Technology grant project. JoAnn noted the 147 libraries involved in the project. She reported that Hewlett Packard is the supplier for computer equipment with nearly \$500,000 worth of equipment purchased thus far. The computers are shipped to RTI's warehouse in South Dakota for imaging and then shipping to libraries for installation. Our first equipment from RTI was shipped out and delivered this week to seven libraries. More deliveries are scheduled over the next few weeks. JoAnn said that some orders are holding us back, like black and white printers and ADA equipment. Software and furniture are also being purchased. JoAnn said that about \$120,000 has been spent thus far on these items. Furniture is being supplied primarily from Cornhusker State Industries. About 50 libraries have received all or some of their furniture. Librarians have been very pleased with the furniture supplied by Cornhusker State Industries. JoAnn said that 45 libraries will be upgraded with faster broadband speeds. About 30 libraries have already increased their broadband speeds or have ordered upgrades with a change in average speeds of 2.5 Mbps to 6.3 Mbps. In addition, there are 22 libraries that need electrical upgrades. Computer installations are arranged according to local needs. Some libraries have staff to handle their own installations. Others have technicians available to handle their installations. Holly Woldt is working closely with libraries on all the installation arrangements and is making library visits to assist in this process.

JoAnn said that grant reporting has been going well. Monthly reports from libraries are due the 10th of every month. JoAnn said that librarians are doing a great job sending in their reports. The Commission must submit quarterly reports to the National Telecommunications and Information Administration (U.S. Department of Commerce). In regard to programming and marketing, Peggy Barber was in Lincoln in April for a webinar and on-site marketing and communications program for libraries. There were 63 participants in the program. The program was available to project libraries and to library representatives not involved in the project. JoAnn noted the technology planning conference scheduled for August 22 and 23. The conference will be held at several sites across the state. The main site will be in Lincoln (Embassy Suites Hotel) connecting with sites in North Platte, Scottsbluff and Norfolk. Project staff has requested to have a BTOP panel discussion at the October NLA-NEMA conference in Lincoln.

Nebraska Book Festival – Mary Jo Ryan reported on the Nebraska Book Festival. Mary Jo said that the festival was a huge success, with a great turnout, and capacity attendance of over 200. The festival included a broad selection of Nebraska writers reading from their 2010 work. Mary Jo compared festival attendance of a few years ago which she said included a largely academic audience. The current festival was attended by a diverse audience and with more diverse content. Coverage included fiction, nonfiction, and poetry. Different types of writing were showcased to appeal to a broader audience. Books were available for purchase and signing. The keynote panel included Ted Kooser, Virginia Smith and Paul Amandes. The panel discussed Kooser's book, *Local Wonders*, and the musical adaptation based on the book. *Local Wonders*, the play with music, will be presented at the Lied Center for Performing Arts in Lincoln in October. The October 22 performance is the same day as the Nebraska Center for the Book's annual membership meeting and Celebration of Books (also to be held at the Lied Center). The festival also included a fully attended writers' workshop.

Mary Jo said that the festival included presentation of the Mildred Bennett Award. The 2011 recipient is Charles (Chuck) Peek. Dr. Peek is a former English professor at the University of Nebraska at Kearney and has served on the Nebraska Center for the Book board including a term as president. While at UNK, Dr. Peek and others from the UNK English department hosted three Nebraska Book Festivals.

21st Century Librarian Grant project – Mary Jo Ryan reported on the Institute of Museum and Library Services (IMLS) Laura Bush 21st Century Librarian grant. The Library Commission has awarded internship grants to 18 public libraries. The internships are being supplemented from a private grant administered with the Nebraska Library Association. Interns are already at work and involved in such things as updating library websites, assisting with summer reading program activities, and helping with young adult library programs. Other internships include designing library parade floats and working on publicity materials. Internship applications requested \$25,250. We were able to award internships totally \$22,750. Mary Jo said that scholarships are another component of the grant project. Round two applications are due June 1. Eighteen applications were received for round one scholarships with sixteen awarded (two at the community college level; four at the bachelor's level; six for the masters in library science level and four for masters in education level. The enhanced learning opportunities are designed for scholarship recipients, but are open to everyone across the state. A 21st Century Skills seminar is planned for this year and for the summer of 2012. The seminar will focus on building technology skills. Michael Sauers has been presenting a monthly Tech Talk webinar. Michael is working on a training session called Helping Library Customers Use e-Readers and Google Secrets for Librarians.

Public Library Accreditation Guidelines – Richard Miller reported on the Public Library Accreditation Guidelines Revision project. The current guidelines were approved by the Commission in 2004. After five years it is appropriate to reconsider their appropriateness. The current guidelines have been presented and discussed at various public meetings around the state, including a session at the annual NLA-NEMA conference. They have also been posted on the Commission's website for comments. An advisory group has been recruited to assist in the review and revision process. The committee first met on April 18. The intent at the outset was to move forward with consideration and revision of the current guidelines. The advisory group expressed that it would like a more thorough appraisal and development process. Thus, the process and schedule have been changed to accommodate this approach. Joan Birnie, Broken Bow Public Library, and Stan Schulz, Kilgore Memorial Library, York, were asked to serve as co-chairs of the guidelines advisory group. The Commission will use the current guidelines for those public libraries that are up for reaccreditation this year (2011), as well as for those public libraries that are currently unaccredited. The original intent was to have new guidelines in place for use this year. Richard commented that the advisory group members would like a process that allows libraries to move to a higher level of accreditation if they are able to within the three year accreditation period, and not have to wait until their renewal year. The advisory group would like more input from the library community and a closer connection among the accreditation process, state-aid and the annual statistical reporting. The advisory group intends completion of the process by December, 2011. Richard explained maintenance of effort as an accreditation requirement and other current guidelines provisions.

Personnel – Rod Wagner recognized Doreen Kuhlmann for her more than 25 years of service on the Library Commission staff and in her role as Commission business manager. In all, Doreen has worked for the State of Nebraska for over 40 years. Doreen has been a great asset to the Commission and will be greatly missed. Her retirement begins June 15. Sue Bilstoft will become the Commission’s business manager following Doreen’s departure. Commission members added their appreciation to Doreen, thanked and congratulated her, and wished her the very best for her retirement.

State Legislative Session – Rod noted that the state legislature adjourned its session earlier than expected. Wagner reported that he met in early April with Senator LaVon Heidemann, Chair of the Appropriations Committee, and Senator John Harms, Appropriations Committee Vice-Chair, about the Commission’s budget. He asked that the committee include restoration of state funding to the Commission’s budget per the Commission’s request at the February budget hearing. Both senators commented on the improved state tax revenue situation and both mentioned that the Nebraska Economic Forecasting Advisory Board would not meet again to set tax projections until after the appropriations committee had to submit its budget recommendations to the legislature. Wagner said that the appropriations committee did increase the Commission’s state funds for both the operations and aid programs from their preliminary budget recommendation. The final recommendations resulted in a state funds reduction of about 8% for each program rather than the 10% in the preliminary recommendation. However, there were a number of other state agencies that received state funds reductions of 10%. There were also some agencies that received minimal reductions, or lesser percentage reductions. Rod said that the Nebraska Forecasting Board met in late April and increased state revenue projections. The projections didn’t alter state budget decisions and the result of higher revenue will be an increase in the state general fund balance. One of the significant actions that happened early in the legislative session was elimination of state aid to counties and municipalities. Aid funding for schools will also be reduced as a result of economic stimulus funds not being replaced with state funding. Those funding losses for schools, municipalities and counties will have an effect on public and school libraries.

National Library Legislative Day – Rod Wagner reported that Sherry Crow, John Dale and he were the Commission representatives for National Library Legislative Day. They were joined by Betty Meyer, President of the Nebraska Educational Media Association, and Robin Clark, Chair of the Nebraska Library Association’s Legislative Committee. The Nebraska library representatives visited each of five Nebraska’s five congressional offices to discuss current legislative issues, legislation and policies (LSTA and ESEA funding for libraries, e-rate, etc.). The Nebraska library group was asked at one of the congressional offices what the effect would be if appropriations were rolled back to FY 2008 funding levels. Wagner said that he didn’t have the funding figures for that year. After checking, the additional funding loss would be about \$150,000 below last year’s funding. Wagner said that federal funding for library programs could be even lower. A comment made during legislative briefings indicated that it isn’t likely that a federal budget for the coming federal fiscal year will be worked out until December at the earliest. Much will depend on what action Congress takes in regard to the federal deficit and debt ceiling. Congressional action on the current budget did not happen until April and then resulted in an appropriation that reduced Nebraska’s LSTA funding by about \$70,000. Earlier, it was expected that funding would remain at the prior year funding level.

LSTA Five-Year Program Evaluation & Five-Year Plan – Rod Wagner reported that we have arrived at the point in the calendar when state library agencies must prepare evaluation reports for their LSTA state programs for the last five-year period. The five-year evaluation reports are due by March 30, 2012. The Institute of Museum and Library Services wants state library agencies to focus on results of expenditures – what has been accomplished in the state as a result of these funds. Congress and the administration are asking for evidence that these programs have a very significant benefit and that funds are being used for positive results.

A question was asked about how outcomes are identified. Wagner said that the IMLS is working with state library agency staff from across the country to develop metrics (measurements) for use with state based programs funded from the LSTA. The intent is to present comparable information for purposes common among the states. State library agencies have a number of comparable services funded from LSTA such as support for summer reading programs, subscription database licensing, technology, training and more. Wagner said that in addition to the five-year evaluation report state library agencies must also submit new five-year plans. The five-year plans are due by June 30, 2012.

FINANCIAL REPORT

Rod Wagner stated that the March and April financial reports show that cost reduction efforts have been effective. The biennium appropriations bill allows state agencies to carry over unexpended state funds. The Commission will have little, if any, state carryover funds. The \$70,000 LSTA fund reduction was mentioned earlier (FY 2011 federal appropriation). An additional concern is Congressional appropriations for the 2012 federal fiscal year.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

State Aid to Libraries Program Funding Allocations FY 2011-2012

Rod Wagner referred to a spreadsheet that listed the Commission's state aid to libraries program budget items. The spreadsheet includes budgeted amounts equal to the expected state and federal funding amounts included in the 2011-2013 biennium appropriation. Wagner said that the federal amounts are based on the Commission's budget request that estimated LSTA funding amounts. That amount, however, is higher than the actual LSTA allotment which was not determined until Congressional action in April. The state aid to libraries program budget amounts reflect the state funds reduction of just over \$88,000 for the coming state fiscal year beginning July 1. The reduction is about a 9.2% less than the current year funding level for this program. In order to cover the reductions the allocations for state-aid to public libraries is reduced from \$370,000 to \$355,000. In addition to the state aid to public libraries formula grants there is also an amount for the "dollars for data" payments. These payments are made to unaccredited public libraries that submit data for the public library statistics compilation. The "dollars for data" payments will also be reduced in the coming year from this year's budgeted amount of \$9,675 to \$9,500. The regional library systems budget allocation is reduced about \$31,000 overall from the current year amount of \$582,835 to \$551,212. This is a 5.5% budget reduction. A supplemental funding amount was available this year for regional library systems that had little carryover funding from

the prior fiscal year. This funding was intended for special needs that couldn't be covered from the system's base budget. The supplemental amount isn't included in the budget for the 2012 fiscal year.

In regard to subscription database licensing fees, Wagner said that vendors have held off on fee increases in recent years due to state budget reductions. This year a few of the vendors are increasing fees in the two to three percent range. The budget includes \$430,000 for subscription database licensing. Bibliostat Collect is grouped with the licensing items. This is a software license for a service used to collect public library statistics. A companion product, Bibliostat Connect, was discontinued last year saving over \$20,000. The Bibliostat Collect licensing fee is not expected to change this year. The annual fee for the Motion Picture Licensing agreement covering all Nebraska public libraries is not included in the budget for the coming year. However, the current license does not expire until October and there is time to determine how many libraries include films in their programming and how discontinuing the license would affect them.

Interlibrary loan compensation is a concern since funding for lender compensation has been reduced in recent years due to budget cuts. Libraries receive quarterly payments based on loans they make to other Nebraska libraries. These payments are made to public, college and university, and special libraries. The payments compensate for only a portion of interlibrary loan transaction costs. The payments are recognition of the value of this service and provide incentive for library resource sharing. Wagner said that interlibrary loan compensation is less than half of the amount funded as recent as a few years ago.

State fund amounts for continuing education and youth grants for excellence are budgeted at current year funding levels. Both of these programs have had significant budget cuts over the past two years. They are both at about half of their prior funding levels. Thus, further reductions are not proposed. Library improvement grants are paid from LSTA funds. These grants are budgeted at \$150,000 for the coming year. Wagner said that amount is soft and dependent on future LSTA appropriations.

Other budget items include statewide membership for library trustees, friends and foundations in the American Library Association's Association of Library Trustees, Friends and Foundations (ALTAFF). This membership will be re-considered when the current membership ends in December. In addition, the Commission contracts for Braille services from the Utah State Library. The Utah State Library operates a multi-state regional service center to provide Braille publications. The fee for College of DuPage library educational programs is not budgeted for renewal. This is a program the Commission has funded for a number of years. Funds are included for the Cooperative Summer Reading Program based on this year's expenses. There are also funds budgeted for NLA-NEMA Conference programs. This amount was reduced from the current \$3,500 to \$3,000. The budget also includes \$18,000 in state funds for the Nebraska Library Leadership Institute. The institute is held every other year. It will be held next in July this year. A question was asked about the Braille service contract. Wagner said that the Commission does not maintain a Braille collection as part of the Talking Book and Braille Service due to the low number of Nebraska Braille readers (about 80). The cost of maintaining a collection for this number of people makes contracting a better arrangement.

Approval of State Aid to Libraries Program Funding Allocations FY 2011-2012 - A motion was made and seconded to approve the state aid program budget plan. Motion carried on roll call vote: John Dale – aye; Charles Gordon – aye; Diane Boyd – aye; Patricia Gross – aye; Sherry Crow – aye; and Steve Batty – aye. Motion approved.

Out-of-State Travel Request – Rod Wagner requested approval for out-of-state travel in June. State Library directors across the country have been invited to a meeting in Columbus, Ohio, hosted by the State Library of Ohio and the Online Computer Library Center (OCLC). OCLC will pay travel expenses for participants. Wagner also requested approval to attend the American Library Association Annual conference in New Orleans, June 23 – June 28. Wagner noted that he serves on the board of the ALA’s Association of Library Trustees, Advocates, Friends and Foundations.

Approval of Out-of-State Travel Request – A motion was made to approve the travel request and seconded. Motion carried on roll call vote: Charles Gordon – aye; Patricia Gross – aye; Sherry Crow – aye; Steve Batty – aye; Diane Boyd – aye; and John Dale – aye.

Next Meeting Date

John Dale stated the next meeting date is scheduled for July 8, 2011, beginning at 9:30 a.m.

Adjournment

The meeting was adjourned by Chair John Dale at 11:45 a.m.

Mary Geibel, Secretary