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UTAH STATE LIBRARY BOARD MEETING
September 9, 2014
11:00 A.M. to 2:10 P.M.

Official Place of Board Meeting
Utah State Library
Board Room 134
250 N. 1950 W., Ste A
Salt Lake City, Utah 84116
801.715.6756

Jessica Van Buren, Chair, called the meeting to order 11:00 a.m. on September 9, 2014. Introductions were made.

State Library Board:

Jessica Van Buren, Chair, Carrie Valdes, Jon Ostler, Grace Acosta, and Linda Fields, Board Members

Utah State Library Staff:

Donna Jones Morris, State Librarian/Division Director, Lisa Nelson, Blind and Disabled Program Manager, Britton Lund, Bookmobile Program Manager, Dr. Stephen Matthews, Grants Coordinator, Jeri Openshaw, Program Specialist, Ron Van Harten, Support Services Coordinator, Colleen Eggett, Training Coordinator, Juan T. Lee, State Data Coordinator, Kristen Stehel, Innovative Technology Coordinator, and Michael Harris, Reader's Advisor

DHA Update:

Ms. Morris briefed the Board on DHA and how the Department has already started collecting data that will be presented to the legislature. Ms. Morris mentioned the Governor's Success Framework initiative.

Minutes of March 27, 2014 Meeting:

Ms. Acosta moved to accept the minutes as written with Ms. Valdes seconding the motion. All Board members voted in the affirmative. The motion passed unanimously.

2014 LSTA Grant Highlights

Dr. Matthews handed out the summary of LSTA approved projects for the 2014 LSTA Round of sub-grants. In addition to the summary contained at the beginning of the list of projects, Dr. Matthews stated that there were 43 grant applications submitted. One was ultimately withdrawn by the Marriott Library, so 42 applications were sent to the review committees. Twenty two, or about 50%, of the applications were funded due to limited funds this year. In 2013 there were about \$600,000 funds available for sub-grants, but in 2014 there were only \$300,000 available. The 42 applications totaled over \$500,000 in funds requested.

Of the 22 projects recommended for funding, 10 of those were recommended to be funded at less than the applicant requested. The three review committees scored the applications based on the evaluation rubric similar to the rubric the Board uses for Capital Facilities Grants. Scores were then ranked and the highest scored applications were funded at the level recommended by the review committees until the funds ran out. Matthews also commented on the two digitization projects that DHA decided to fund, and how that enabled USL to give at least one more grant than it otherwise might have been able to fund.

Ms. Van Buren asked how the funding reduction recommendations were made. Dr. Matthews stated that the expertise of the committee members was applied in every case using their personal experience with costs of technology where over estimations may have been made by the applicant. Dr. Matthews commented that the expertise of the committee members was exceptional and evaluations were thorough.

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Dr. Matthews further stated that letters were sent to all applicants informing them that their applications was approved and funded as requested, or approved but funded at a lower level and why, or their application was not approved and why, or that it was approved but not funded because of the lack of available funds. In each case the comments from the review committee were judiciously provided.

Capital Facilities Grant Application

Dr. Matthews began by reviewing the Capital Facilities Grant program for the new Board member. He also read the section of statute (Section 9-7-205(2)) relevant to the Board's responsibility to prioritize grant applications and forward them to the Governor's Office and the Legislature, through DHA. He stated in his opinion the statute did not specify any more than to prioritize the applications on a list and state the amount of the grant and the basis of the prioritization. Since there was only one application this year, the one from Orem Public Library that had been submitted each year for the past few years, he didn't believe there was a need for a detailed evaluation of the application.

Ms. Van Buren asked whether the Board wanted to review the application to determine if it had merit or if it did not have merit, possibly not recommend it to the Legislature. Dr. Matthews stated that in his unofficial interpretation of the statute, the Board did not have the prerogative to decline any grant application. The statute simply requires the Board to prioritize and pass along all applications.

Ms. Morris stated that Executive Director Julie Fisher, DHA is going to talk to the legislature to see if this is a law that is going to be changed and that perhaps next year we will not be required to submit the applications.

Ms. Acosta moved to accept the one application as #1 priority as drafted with Ms. Valdes seconding the motion. All Board members voted in the affirmative. The motion passed unanimously.

Future Board Meeting Dates

The Board members decided that the next board dates will be December 11, 2014, March 19, 2015, and May 28, 2015.

USL Funding Request

Ms. Morris explained that the State Library along with the other divisions within DHA were asked to submit their funding needs to just DHA at this point. Ms. Morris explained the Library is trying to get back at the levels of CLEF prior to the reduction in 2010. Ms. Morris stated that she made the request to fully restore the CLEF and the Department is in support of this request.

Ms. Nelson introduced Michael Harris, Reader's Advisor. Mr. Harris demonstrated the iBill reader. He explained that the device can be used to identify paper money. He stated that blind patrons of the library will be given the device free of charge starting this December.

Ms. Morris stated that National Library Service (NLS) called and asked if Multistate Center West (MSCW) would like to bid on the contract to distribute the iBill reader and USL is waiting to see who won the contract.

Ms. Nelson described Newsline, a product of the National Federation for the Blind. USL participates in the program and subscribes customers to this in conjunction with the Division of Services for the Blind and Visually Impaired (DSBVI). USL pays half the subscription for the Newsline program. Mr. Harris then demonstrated how Newsline works. Mr. Harris also demonstrated his refreshable Braille Display. Mrs. Morris thanked Mr. Harris.

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Lunch

Staff Reports:

Ms. Morris thanked Ms. Lund for her hard work and especially the work she did hiring three new bookmobile staff.

Ms. Morris thanked Dr. Matthews for his work completing the LSTA Audit recommendations.

Training Coordinator Colleen Eggett briefed the board on her responsibilities since the retirement of Program Manager Craig Neilson. Ms. Morris thanked Ms. Eggett for stepping up and taking on all the additional responsibilities.

State Data Coordinator Juan T. Lee was thanked for his hard work as the State Data Coordinator. Ms. Morris stated that Mr. Lee will now be doing more library consulting.

Innovative Technology Librarian Kristen Stehel stated she is the new State Data Coordinator for the Utah State Library.

Ms. Morris continued to brief the board on the Staff Report which is posted online. USL is being asked to compile a number of statistics and Ms. Lund was tasked with compiling the statistics for the number of miles driven on each bookmobile. Ms. Lund explained how the mileage for each bookmobile was calculated.

Ms. Morris asked the Board members if they had any comments on their experiences with bookmobiles as children. Board Members Acosta, Ostler, Fields and Valdes each gave their experience with bookmobiles and how they truly appreciate the program.

Ms. Nelson briefed the board on her program.

Ms. Acosta moved to have all board members write a brief blurb on why they feel libraries are important. Ms. Valdes seconded the motion with an addendum that if a board member's work does not allow for the blurb then they are exempt. All board members voted in the affirmative. The motion passed unanimously.

Mr. Ostler showed a short video about the library at Snow College.

Ms. Valdes stated that Moab Library was voted the best small library in 2007.

Ms. Morris further explained Success Framework.

Ms. Nelson briefed the Board on how Success Framework is working within the Blind and Disabled Program.

Ms. Morris discussed highlights of the staff report with the Board.

Ms. Van Buren adjourned the meeting at 2:10 P.M.

Ronald R. Van Harten
Administrative Services Manager

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