

Utah State Library Board Meeting Minutes

Friday, December 6, 2019

11:00 a.m. – 1:55 p.m.

Official Place of Board Meeting
Utah State Library
250 N. 1950 W. Ste A., Board Room
Salt Lake City, Utah 84116
801.715.6729

State Library Board Attendees:

Marguerite Mower, Chair; Linda Fields; Jon Ostler; Diane Carter; and Lisa Ord
By phone: Jason E. Cornelius; Dianne M. Aldrich

Utah State Library (USL) Staff:

Colleen Eggett, State Librarian/Division Director; Lisa Nelson, Blind and Disabled Program Manager;
Marie Erickson, Library Resources Program Manager; Rachel Cook, Grants Coordinator; Merrily Cannon;
State Data Coordinator; Sharon Deeds, Youth Services Coordinator; and Amanda Rock, Administrative
Secretary

Department of Heritage & Arts (DHA) Staff:

Tenielle Young, Finance Director

The meeting was called to order at 11:00 a.m. by Ms. Mower.

Introductions:

Board members and staff verbally identified themselves.

Ms. Eggett presented a plaque to Mr. Ostler, thanking him for two years of service as the board's chair.

Minutes of June 14, 2019 Meeting:

Ms. Ord moved to accept the minutes as drafted with Ms. Carter seconding the motion. All board members voted in the affirmative. The motion passed unanimously.

Vote to approve a Vice-Chair:

Mr. Ostler motioned to appoint Grace Acosta as vice-chair. Ms. Ord seconded the motion. All board members voted in the affirmative and the motion passed unanimously.

New board members introduce themselves:

The three new board members present, Mr. Cornelius, Ms. Aldrich, and Ms. Carter, introduced themselves.

New board member orientation:

Ms. Cannon and Ms. Cook presented on the duties of board members.

DHA Update:

Ms. Young's update included the following:

- The new history museum will be located at the State Capitol. She stated that DHA's staff will move to the Capitol, and one or two smaller divisions will move to USL.
- DHA is planning on partnering with the STEM Action Center to create mobile early childhood preschools to serve rural areas.
- Last summer the legislature asked for an in-depth review of DHA's programs. They have requested additional information to evaluate USL's bookmobile program.
- Ms. Young addressed the budget requests presented to the Governor's office, including an ask for \$6,000,000 for Arts & Museum's grants, an additional full-time employee for Multicultural Affairs, and finally, \$5,000,000 for the STEM Action Center.

Director's report:

Ms. Eggett gave a report to the group, including the following:

- Britton Lund, the Bookmobile Program Manager, retired after almost 30 years of service to libraries. Her position will be replaced with a Rural Library Services Coordinator. This new position will include bookmobile service and rural library service. Terrilyn Simmons, who was the library technician Utah County Bookmobile, will start in this position on January 6, 2020.
- The State Library is planning to have Emporia State University's Master of Library Science graduate program meet in the building for course work starting January 2020.
- The Fiscal Year 2019 Annual Report is on the DHA website: <https://heritageandarts.utah.gov/utah-state-library-fy19/>. Highlights include:
 - Digital downloads from Utah's Online Library annually: 2,668,995 items. Goal: 1.3 million, over by 105%
 - Total bookmobile circulation annually: 503,092 items. Goal: 413,000; over by 22%
 - Total Blind and Disabled circulation annually: 307,498 items. Goal: 328,900; under by 6.5%
 - Number of online and in-person training hours provided annually: 7,173. Goal: 11,700 hours, under by 39%. In FY17 we had 5,273 training hours so we have improved since then but we still have a way to go.
- Money granted to Utah libraries statewide: \$1,087,744 which includes 59 public libraries, 13 academic libraries, 36 school libraries, and two tribal libraries.
- Building updates:
 - The board room is being updated with new technology that will enhance people's ability to attend meetings online.
 - In the future, Multistate Center for the West (MSCW) will receive more materials from the National Library Service including part of their Braille Music collection. NLS will pay for the space which will help offset financially some of the other expenses coming up.
- Staff feedback from the employee satisfaction survey:
 - People felt the strongest that their work positively impacts people's lives, and that the workplace environment is positive.
 - Staff felt the most improvement could be gained by increased career development paths and training opportunities, and also more effective communication.
 - There was only a slight difference between what USL staff said and what the entire department said.

- There is bipartisan, bicameral legislation going through the House and the Senate nationally for an increase for the Grants to States program for LSTA in FFY20.

LSTA FY20 review and approval:

Ms. Cook shared a summary of the LSTA (Library Services and Technology Act) budget. She then presented two options to spend the surplus of \$35,000. The first option is a partnership with the Living Planet Aquarium. Each public library would receive a family pass for patrons to check out. The second option is to fund a competitive grant round where libraries would receive money for their proposed projects. Ms. Ord motioned to approve the partnership with the aquarium, Ms. Aldrich seconded the motion. All board members voted in the affirmative and the motion passed unanimously.

Dashboard Report:

Ms. Cannon shared the statistical information available on USL's website.

Staff reports:

Ms. Nelson gave the following report for the Blind and Disabled Program:

- The gold rush is the theme for the winter reading program. Six books will be featured on each cartridge.
- Starting in June, USL will be one of four state libraries offering a braille e-reader. These devices will only be for Utah patrons.
- The contract with NLS (National Library Service to the Blind and Print Disabled) to house Multistate Center West will be extended for six months. Braille music might be housed here. There will be a new contract next December.

Ms. Erickson gave the following report for Library Resources:

- Brian Tober was hired to replace Ray Mathews, who has retired. He is acting as the state agency librarian, doing outreach and securing partnerships.
- The RFP for the new vendor for the Government Digital Library is completed. The new system will go live in May. The plans are to share the collection with other organizations and public libraries.
- USL is re-evaluating the percentages paid for Overdrive, and asking libraries that wish to participate in the consortium to pay a minimum amount. We are working with libraries to be able to meet this goal.
- Creativebug, an adult learning platform designed for libraries, will be pushed out to libraries next week.
- A new library card will be issued to state employees. The new cards will not have access to Overdrive, since USL is no longer paying for the service. Legislators, DHA employees, and board members will retain access to Overdrive.

Ms. Deeds, in the absence of Chaundra Johnson, Library Development Program Manager, gave the following report for Library Development:

- The Development team is now fully staffed. Merrily Cannon has been hired as the State Data Coordinator. Liz Gabbitas has been hired as the Technology and Innovation Coordinator.
- To learn how to better serve the library community, a listening tour was planned. Librarians from public and academic libraries attended the sessions held in Cedar City and Salt Lake City. We learned that they need and value the training that USL provides, and they felt strongly about advocacy.
- Using IMLS (Institute of Museum and Library Services) funding, USL provided 500 books and 100 DVDs to the Odyssey House Treatment Center, updating their collection.

- Ms. Cannon finished the public survey for IMLS.
- The Director's Summit was held at the Homestead Resort in October. An extra day of training was added. The summit focused on diversity and inclusion.
- Development staff promoted USL at the National Book Festival in DC.
- The Governor's Office partnered with USL to promote the summer reading challenge.
- Sharon Deeds was appointed to ALA's national Odyssey Award Committee.

Upcoming meeting dates:

The State Library Board will meet on the following dates in 2020:

March 20, June 12, September 25, and December 4

Ms. Mower adjourned the meeting at 1:55 p.m.

Submitted by,

Amanda Rock
Administrative Secretary