

APPROVED

UTAH STATE LIBRARY ELECTRONIC BOARD MEETING MINUTES

Friday, Sept. 25, 2020
10:00 A.M. to 12:00 P.M.
Electronic meeting

State Library Board Attendees:

Marguerite Mower, Chair; Lisa Ord; Sara Wiebke; Jon Ostler; Dianne Aldrich; Diane Carter

Utah State Library (USL) Staff:

Colleen Eggett, State Librarian/Division Director; Lisa Nelson, Blind and Disabled Program Manager; Marie Erickson, Library Resources Program Manager; Chaundra Johnson, Library Development Program Manager; Heidi Fendrick, State Data Coordinator; Merrily Cannon, Training Coordinator; Liz Gabbitas, Technology & Innovation Coordinator; Sharon Deeds, Youth Services Coordinator; Rachel Cook, Grants Coordinator; Amanda Rock, Administrative Secretary

Department of Heritage & Arts (DHA) Staff:

Jill Love, Executive Director

The meeting was called to order at 10:00 a.m. by Ms. Mower.

Introductions:

Those present verbally identified themselves.

Board meeting minutes for June 12, 2020:

Ms. Ord motioned to approve the minutes with no changes. Mr. Ostler seconded the motion, and all voted in the affirmative.

OPMA Electronic Meeting Determination:

Ms. Mower read the statement, which allows an electronic meeting to take place without an anchor location.

Director's Report:

Ms. Eggett gave her report to the board. She stated USL was fully functional online, with most staff working from home, and the Blind Program working inside the building. She shared a few comments from library directors, explaining that Utah's libraries have been successfully navigating Covid-19. She stated there has been a 5% budget decrease for USL due to the pandemic.

DHA Update:

Ms. Love thanked the library staff for pivoting time and time again this year. She's heard many stories about the staff meeting patron's needs. She said the same is true of the entire department and shared updates for the other divisions. She stated that Sam Passey has been approved as a new Library Board Member.

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Collection Development Policy Changes:

Ms. Erickson shared information about the updated Collection Development policy. Ms. Carter motioned to approve the policy update. Ms. Ord seconded, and all voted in the affirmative.

Interlibrary Loan Circulation Policy Update:

Ms. Erickson shared minor updates to the policy. There was a motion to approve the update by Ms. Weibke, with Ms. Aldrich seconding the motion. All voted in the affirmative.

Future Board meeting dates:

The following dates for board meetings were agreed upon: March 26, 2021; June 25, 2021; September 24, 2021 and December 10, 2021. Ms. Ord motioned to approve the dates; Ms. Weibke seconded the motion, and all voted in the affirmative.

Diversity and Inclusion project and plans for USL:

Ms. Johnson shared information about diversity and inclusion training for USL and Utah's libraries. The development team has been working with Multicultural Affairs and library directors to cultivate this training. Ms. Johnson said she will continue to update the board, and that she welcomes feedback and suggestions. The training will be made available for the board.

CARES Act projects:

Ms. Gabbitas updated the board on the digital inclusion projects for the Confederated Tribes of the Goshute and the White Mesa Ute that were funded by the CARES Act funds.

Dashboard report:

Ms. Fendrick shared the statistics on the dashboard, which is available on USL's website.

Staff reports:

Ms. Nelson, Blind & Disabled Program:

Ms. Nelson started her presentation by sharing a Braille E-reader, and explaining how the device works. She stated that patrons are responding positively to the new technology. The pilot program, which USL is participating in, will last another four months. She stated that the voter information pamphlet is being brailled and recorded for patrons. She also gave an update on the new website, which should be available in mid-October.

Ms. Johnson, Library Development:

Ms. Johnson gave an update for the Bookmobile program. The bookmobiles had a soft opening on June 1, 2020. Continuing to follow Covid-19 guidelines provided by the Governor's office and local governments, they have expanded services. Each bookmobile planned extensively for the school year, and will continue to work closely with the schools on their routes to safely provide services.

Ms. Johnson continued with an update for Library Development, stating that the team continues to work closely with libraries as they adapt to needs. The team hosts a monthly library directors' meeting and held a training for new directors. She expounded on the CARES Act projects, stating that the team spent a lot of time working on the projects both with partners and with the funds USL was allotted.

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She deferred to Ms. Cook, who updated the board on Library Services and Technology Act (LSTA) Grants. She shared information about grants for libraries to move their summer reading programs online, and installing WIFI for use in their parking lots. She stated the new grant round begins on October 1, 2020 and asked the board for volunteers to help review grants.

Ms. Erickson, Library Resources:

Ms. Erickson informed the board that a full annual cycle of our Beehive Library Consortium has been completed. She said that libraries have been supportive and that hold times have been reasonable with all the libraries making contributions to the shared collection. She shared that OverDrive announced a merger with RBDigital. She said a new contract with Ebsco has been finalized for their Learning Express and Job and Career Accelerator tools. There are four Request for Proposals (RFP) scheduled for this year: Utah Government Digital Library; Integrated Library System, Identify Management Tool; and a Library Resources training tool.

Adjourn: Ms. Mower adjourned the meeting at 11: 22 a.m.

Upcoming State Library Board Meeting date:

December 4, 2020