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UTAH STATE LIBRARY BOARD MEETING

Minutes

Wednesday, December 9, 2009

11:00 A.M. to 4:30 P.M.

University of Utah
J. Willard Marriott Library
5th Floor Admin Conference Room
295 S. 1500 E.
Salt Lake City, Utah 84112
801.581.8558

Call to Order and Introductions at 11:10 a.m. December 9, 2009

Attendees:

Utah State Library (USL) Board Members: Terry Ann Harward, Chair; Jessica Van Buren, Vice Chair; Michael Freeman, Board Member; Keith Wilson, Board Member; Lorri Quigley, Board Member; Shelley Day, Board Member and Carolyn Bessey, Board Member

Attendee by phone: Sam Passey, Board Member

State Library Board Member not in attendance: Georgia Loutensock, Board Member

USL Staff: Donna Jones Morris, State Librarian/Division Director; Craig Neilson, Library Resources Program Manager; Jeri Openshaw, Information Specialist; Paul Kroff, Financial Manager; Juan Lee, Consultant; Dr. Stephen Matthews, Consultant; Doug Livsey, Bookmobile Supervisor; and Ron Van Harten, Executive Assistant

Board members and USL Staff introduced themselves:

Board Minutes of October 14, 2009:

Board Member Shelley Day moved to accept the minutes as distributed with Board Member Freeman seconding the motion. The motion passed unanimously with Board Member Wilson stating that he had abstained on the vote of the previous minutes and not the recommendation for Richard Gainsford to be a member of the LSTA Advisory Council.

Utah State Library Strategic Plan 2010-2013

Program Manager Neilson stated Utah State Library's Strategic plan is from 2010-2012 and not 2013. Program Manager Neilson gave a briefing on the strategic plan. More specifically how the 21st Century Skills will be more effectively utilized in the plan.

(Attachment #1)

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Board Member Day thanked Program Manager Neilson for ensuring digitization is one of the goals in the strategic plan.

Director Morris thanked Program Manager Neilson for all his work on the new plan.

Director Morris asked the Board to approve the Strategic Plan's Mission, Vision, Value, and Goals.

Director Morris further discussed how 21st Century Skills will be utilized in Utah Public Libraries. **(Attachment #2)**

Board Member Day moved to accept the Utah State Library's Strategic Plan and to keep the measurements as flexible as possible with Board Member Bessey seconding the motion. The motion passed unanimously with Board Member Passey voting in the affirmative over the phone.

LUNCH

Role of 21st Century Academic Research Library

Joyce Ogburn, J. Willard Marriott Library Director talked about how the academic libraries are using 21st century skills. She further stated that J. Willard Marriott Library's strategy, mission and goals are utilizing 21st century skills.

Tour J. Willard Marriot Library started at 1:30 p.m.

BREAK

The Board reconvened at 3:30 p.m.

LSTA Advisory Council:

a. Mini Grant Report

Director Morris explained how mini grants are funded and gave a briefing on the Library Services and Technology Act (LSTA) Fall Grant Round, 2009. **(Attachment #'s 3 & 4)**

b. Term recommendations

Director Morris stated that Sara Wever, Grants Coordinator and the LSTA Advisory Council Chair, Rachel Wadham proposed to the Utah State Library Board that all LSTA Advisory Council members' terms be put on interim suspensions when they are not performing a function. Director Morris further explained that right now, LSTA council members are not performing any functions and are requesting that since the State Board establishes the terms for LSTA council members the above two people and the staff are recommending suspension of counting years on their terms when they are not performing a function. Chair Harward asked for further clarification and Director Morris read the following request:

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“Rachel Wadham, Utah LSTA Advisory Council Chair and Sara Wever, LSTA Grants Coordinator, propose to the Utah State Library Board that all LSTA Advisory Council members’ terms be put on interim suspension, effective July 1, 2009.

Three activities could impact the length of the suspension. These are: 1) the recommencement of grant rounds, 2) the evaluation of the LSTA Five Year Plan, 2008 -2012, and 3) the development of the new LSTA Five Year Plan, 2013 – 2018. The evaluation of the current Five Year Plan and development of the new Five Year Plan are required by IMLS, and should begin in mid-year, 2010.”

Board Member Wilson moved to accept the recommendation from the LSTA Advisory Council to put on interim suspension the LSTA Advisory Council member terms with Board Member Quigley seconding the motion. The motion passed unanimously.

Bill and Melinda Gates Foundation Potential grant to USL and Utah Education Network (UEN)

Director Morris briefed the Board on the potential grant to USL from the Bill and Melinda Gates Foundation. Utah has been selected as one of a few states in the country that the foundation will mentor and help UEN and USL develop a national grant to expand broadband Internet access for Utah public libraries. The grant UEN is writing will provide expanded broadband access for other entities beyond public libraries. The foundation has agreed to provide a significant cash match for the public library portion of the grant, if the grant meets Gates requirements. The first requirement of this process is that Director Morris, Program Manager Neilson and Dennis Sampson, UEN Associate Director attend two days of training this December in Seattle.

Utah State Library Blind and Disabled Corrections Building

Director Morris gave a briefing on the status of the Utah State Library Blind and Disabled building for prisoners to record at Corrections. She displayed architectural drawings and showed the attachment. **(Attachment #5)**

Capital Facilities Grants Prioritization Process

Board Member Wilson described the process of revision and Consultant Matthews described the Capital Facilities Grants Prioritization Rubric and explained that the Goals element had been simplified to address just the value of the project toward the library's infrastructure, and the Strategic Value element had changed significantly because what Board Member Wilson recommended is clearer. Consultant Matthews further stated that the Capital Facilities Grants Prioritization Process being presented to the Board essentially describes the evaluation elements of the Rubric in much more clear terms than the original version. Board Member Wilson stated that in revising the Prioritization Process Rubric, he had reviewed the prioritization requirements of the DCC Rule. Board Member Wilson moved to accept the updated Capital Facilities Grants Prioritization State Library Board Evaluation Rubric with Board Member Bessey seconding the motion. The motion passed unanimously. **(Attachment #6)**

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Art Beyond Bounds:

Information Specialist Openshaw briefed the Board on the Art Beyond Bounds exhibit which kicked off on October 16, 2009 with the First Lady of Utah, Mrs. Herbert in attendance. She reported that there are about 165 pieces of art from over 65 artists on display.

Budget and Legislative Session:

Director Morris explained that this next year's budget is of concern and would like for Board Members to try and reach out to their legislators and let them know how important libraries are to the community. All board members discussed the importance of working with and talking to the state legislators.

Board Activities:

Chair Harward stated that she and Board Member Wilson attended the Art Beyond Bounds art exhibit. Board Member Day stated that she had met with Information Specialist Openshaw who is working on posters with photos of elected officials that will be given to libraries throughout Utah and that she will be introducing Information Specialist Openshaw to Senate staff in order to get the project started.

Library activities and Staff Reports

Director's Report:

Director Morris asked Consultant Lee to talk about the project underway in San Juan County.

Consultant Lee, coordinator of the USL Project "Library Services for Navajo Users" in the San Juan County Bookmobile Library provided an overview of the project and presented the poster and bookmarks developed to enhance library marketing efforts. The art work, produced by a local artist, highlights the relationships between an individual's growth and the development of information, knowledge, and wisdom incorporating culturally-relevant visual elements.

Director Morris stated that she plans to give a poster and bookmark to one of the commissioners in San Juan County who is a member of the Navajo Tribe.

Director Morris asked Bookmobile Supervisor Livsey to talk about the San Juan County Bookmobile.

Bookmobile Supervisor Livsey reported on the work USL is doing to support the San Juan County Public Library. San Juan County Library includes a fixed site library in Blanding and Monticello. Outlying communities are served by the Utah State Library Bookmobile program under a service contract with San Juan County. The bookmobile

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program has been serving the county for over 35 years and the current library technician has worked in the program for over 30 years.

Bookmobile Supervisor Livsey stated that the San Juan County Library Board has been exploring ways to reduce costs during the last year and proposed developing five "Satellite" libraries to replace bookmobile service. The library board has determined that cost savings will result by not renewing the Bookmobile Contract and instead establish small library service centers, some located in schools. They have contacted the College of Eastern Utah and the San Juan County School District to negotiate space for the satellites. The Satellites will be staffed by volunteers or para-professionals for limited hours each week.

The former Bookmobile Librarian from San Juan applied for and was selected to become the Bookmobile librarian for the Utah County Bookmobile program a few months ago. The part time library technician for the San Juan Bookmobile program chose to retire after over 30 years of service.

USL has been providing and will continue to provide consulting services and other support for the San Juan County Library from USL consultant Sara Wever.

Chair Harward adjourned the meeting at 4:50 p.m.

Submitted by:

Ronald R. Van Harten
Executive Assistant

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