



USL Staff Reports to the
State Library Board
August 7, 2010 – December 11, 2010

Director's Report
Donna Jones Morris/State Librarian

Lt. Governor Greg Bell

Lt. Governor Greg Bell, Chief of Staff Paul Neuenschwander, Special Assistant Dave Kallas and Department of Community and Culture Acting Director Michael Hansen came to USL on October 4 to publicize the Braille and Audio Utah Voter's Guide, to tour the warehouse and to learn more about Public Pioneer, Utah's Online Library. The Lt. Governor and State Librarian Donna Jones Morris were interviewed by Pat Benedict, SALT TV and FOX 13. Thanks to Communications Specialist Jeri Openshaw the Braille and Audio Utah Voter's Guide was also highlighted on KSL TV and Radio, SALT TV, Provo Herald, Ogden Standard Examiner, Associated Press, and in the Park City Record. Everyone spent about two hours at USL talking about blind services and reviewing how to use Public Pioneer, Utah's Online Library.



Department of Community and Culture (DCC)

Michael Hansen continues as our Acting Executive Director of DCC. DCC has centralized the financial staff including Financial Manager Paul Kroff, Financial Analyst II Debbie Reese and Accounting Tech II Tony Mirabella.

Chief Officers of State Library Associations (COSLA)

At the October COSLA meeting State Librarian Morris committed the Utah State Library (USL) to be one of eight states that will be part of the ILEAD U Institute of Museum and Library Services (IMLS) grant. (See more about grant on page four, under Youth Services.)

Broadband Mapping and Planning (BTOP)

USL worked cooperatively with UEN on their Round 2 BTOP application, including working extensively with the Bill and Melinda Gates Foundation planning a potential convening meeting for all entities involved. Unfortunately the UEN Round 2 BTOP application was not funded, so USL will not complete the planning and implementation of the convening. USL is supporting UEN on their Round 1 BTOP grant.

Administration

State Librarian Morris and Library for the Blind Program Manager Bessie Oakes met with Deputy Secretary of State - State of Washington, Dan Speigle, on Tuesday, September 28th regarding Washington State Library and USL operations.

State Librarian Morris, Library for the Blind Program Manager Oakes and Special Services Coordinator Lisa Nelson met with State Representative Jennifer Seelig September 20th regarding USL library services.

USL staff members attended Workplace Harassment and Workplace Harassment for Supervisors training.

The Utah State Library is now a full member of UtahFutures.

State Librarian Morris was interviewed about Utah Library Statistics on December 1st by Cleon Wall, KSL Radio. The interview sprang from the fact that “Utah ranks 4th in the nation in the total number of materials borrowed from public libraries per capita.”

The Metropolitan Area Library Directors met at the new Herriman Library, part of Salt Lake County Library Services, on December 2nd. State Librarian Morris organizes these meetings to encourage cooperation and the exchange of information among libraries.

Activities

State Librarian Morris and Special Services Coordinator Nelson attended the 20th Anniversary reception for Senator Orrin Hatch's ADA bill on Aug. 19th. Senator Hatch spoke about the ADA bill and his admiration for people living with disabilities, and the Senator was presented gifts by people with disabilities.

State Librarian Morris attended the meetings at the Native American Summit in Ogden on September 1st & 2nd. State Data Coordinator Juan Lee represented USL with an outreach exhibit both days. State Librarian Morris and Blind Reader's Advisor Sarah Pitkin represented USL at the Utah Library Association Children's Services Fall Workshop, Friday, October 1st in Park City.

Special Services Coordinator Nelson and Executive Assistant Ronald Van Harten attended the 2010 Intergovernmental Roundtable Summit on September 30th. Lt. Governor Bell addressed the effectiveness of organized, coordinated efforts in the emergency responses of various natural disasters in Utah. Robin Finegan, FEMA Regional Administrator discussed preplanning responses in anticipation of disasters and the Director of Homeland Security for Louisiana Mark Cooper stressed the importance of building strong relationships between local, state and federal agencies.

State Librarian Morris, Training Coordinator Colleen Eggett, and Youth Services Coordinator Matt McLain all presented at the Washington County Library First Annual All Staff Training.

Ten staff completed CPR, First Aid, and training on AED so USL complies with OCEA and State Risk.

Staff Changes

Dena Budinger	11/08/10 Hired as Library Technician for Tooele County Bookmobile
Karma Clevenger	08/23/10 Hired as Library Technician III (Karma was a Library Technician II working as our receptionist and other assignments)
Matt McLain	10/18/10 Hired as Youth Services Coordinator/Consultant/ Librarian III
Vicki Smith	10/04/10 Hired as Library Tech II working at the front desk in our receptionist position and other assignments
Kristen Stehel	10/04/10 Hired as Interlibrary Loan Coordinator/Librarian II (Kristen has been working as a temporary staff member in this capacity.)
Barbara Millward	09/30/10 Retired after serving as the Tooele County Bookmobile's Library Technician for 38 years.

Marketing and Public Relations **Jeri Openshaw, Communications Specialist**

USL Annual Report is completed and online in readable and printable forms with printed copies for DCC, UEN and UALC distribution.

http://library.utah.gov/documents/Annual_Report_USL_2010_Print.pdf



Communications Specialist Openshaw worked with USL team to coordinate, setup and man three senior expos – September 30, 2010 in West Jordan, October 14, 2010 Downtown Salt Lake, and October 21 and 22, 2010 South Towne Expo in Sandy.

She worked with Barbara Schmeitt from McDonald's to arrange for summer reading visits for Ronald McDonald in 2011.

Communications Specialist Openshaw coordinated materials to be sent to Washington, DC for the annual National Book Festival. She attended the festival and distributed Real Salt, Toys, Travel Council materials and Candy from the LDS Church to over 150,000 attendees.

She shot two segments with Digital Bytes Productions for the legislative presentation and a later PSA, promoting our services for the blind and disabled from ages 9 to 99. She edited two short segments that will hopefully be shown to the USL legislative committee in January.

FOX 13 representatives are working with USL staff on a developing a public PIONEER animated character. Once the character is selected, USL will schedule banner ads on the FOX website.

Communications Specialist Openshaw represents USL on the Governor's Literacy Commission. She reported to the commission on the successful library summer reading campaign. The commission thanked USL for taping a literacy PSA with Governor Herbert and family. They also thanked USL for the Collaborative Summer Library Program (CSLP) connection.

Communications Specialist Openshaw worked with Consultant Steve Matthews and Executive Secretary Maryellen Martinez to determine what type of on-line calendar could best serve Utah libraries. This is in process.

Communications Specialist Openshaw developed and executed a two-hour Public Relations training on October 26, 2010 at USL for 17 librarians from across the state (St. George, Moab, Hyrum to name a few). The session was well attended and was evaluated favorably. Communications Specialist Openshaw is looking to partner with libraries on some of USL's projects and projects of libraries.

Communications Specialist Openshaw is planning to coordinate activities with libraries across the state to cooperatively celebrate and promote 80 years of the talking book in March, probably March 3rd. Preparations are already underway. Senator Reed Smoot's family has been contacted and they want to be involved in the project.

State Librarian Morris and Communications Specialist Openshaw attended the Utah Cultural Alliance (UCA) meeting and listened to candidates and other UCA activities.

Communications Specialist Openshaw attended two Development meetings and created a 21st century logo idea for consideration.

Communications Specialist Openshaw attended KUED's Reading Marathon meeting and she is making arrangements to exhibit again in January.

Communications Specialist Openshaw scheduled and held two Communications meetings.

Communications Specialist Openshaw developed a press release and coordinated public relations for the new Voter Information Pamphlet for the Blind and Disabled, which was online and available in a variety of formats prior to the election. See Director's report for more on Lt. Governor Greg Bell's work at USL.

***Assistant Director/Library Development
Cheryl Mansen***

State Data

State Data Coordinator Lee attended the annual State Data Workshop provided by the Institute of Museum and Library Services (IMLS) Washington, D. C. for all State Data representatives.

State Data Coordinator Lee represented USL at the collaboration planning meeting with representatives of Utah Department of Workforce Services. The goal is to have local public libraries and regional employment centers establish closer working relationships to enhance services to Utah workers.

On September 16th State Data Coordinator Lee launched a survey to the Utah library community to gauge awareness of UtahFutures.org. Another survey of advertising and marketing will be conducted in six months to measure impact. Over 250 responses were received in the first 24 hrs.

State Data Coordinator Lee attended the annual national joint conference of the Association for Small and Rural Libraries and the Association of Bookmobiles and Outreach Services in Denver, CO, October 13th – 16th.

Youth Services

Utah is one of only 8 states that will participate in the ILEAD U Institute of Museum and Library Services (IMLS) grant which will pay the expenses of USL's Youth Services Coordinator Matt McLain to be an apprentice in the Illinois program and to "develop leadership skills necessary to address local community needs (e.g., job creation, education) through innovative applications of participatory technology tools." Youth Services Coordinator McLain will be leading the process of replicating this program in Utah.

Youth Services Coordinator McLain and Assistant Director Mansen met with the Utah Kids Ready to Read Steering Committee on November 17th to reestablish UKRTR and determine the next steps of the program.

LSTA

Grants Coordinator Sara Wever and Consultant Matthews are consulting with Utah State University to perform both the evaluation of the current LSTA Five Year Plan (2008 – 2012), and the development of a new LSTA Five Year Plan (2013 – 2017). As the project progresses USL will closely monitor the efficacy of the processes and methodology proposed by USU. The evaluation is due to IMLS in the spring of 2012 and the new plan is due the end of June 2012.

Summer Reading Program

Grants Coordinator Wever conducted 2011 Summer Reading Program training at Cedar City, Price and Ogden. Youth Services Coordinator McLain assisted with the training conducted at USL. Over 80,000 children statewide participated in the 2010 Summer Reading Program.

DCC Capital Facilities Grant Applications

At their August 18th meeting, the State Library Board conducted final review of grant applications from five Utah public libraries. The Grants Prioritization process yielded the list of applicants based on the Board's assessment of each project's Goals, Public Benefit and Strategic Value. Applicants were notified of results and the Prioritized List was forwarded to the Governor's office and the Legislature, through DCC. The five applicants, in order of priority, are listed below. Whether the Legislature will fund any of these worthwhile projects is unknown.

San Juan County Library - \$712,312.60,
Milford Public Library - \$32,193.99,
Orem Public Library - \$860,349.00,
Pleasant Grove Library - \$10,000,000, and
Spanish Fork City Public Library - \$50,000.

Outreach

Grants Coordinator Wever and State Data Coordinator Lee were selected to be judges for the PBS "Kids Go! Writers Contest" The contest is a national competition for children in grades K-3 that promotes the advancement of children's reading, story-telling, and illustrating skills through original stories and illustrations.

State Data Coordinator Lee, Grants Coordinator Wever and Communication Specialist Openshaw represented USL at a Collaborative Outreach Opportunity for Libraries on August 25th that included the KSL Read Today Book Festival, Murray City Library, Salt Lake County Library Services, and Salt Lake City Public Library.

USL presented a booth at *Festival Latinoamericano* in Provo September 3rd-6th. This was a great Outreach opportunity where USL State Data Coordinator Lee was joined by employees of both Provo City Library at Academy Square and Orem Public Library.

State Data Coordinator Lee represented USL at the online meeting of NASTEMP (National Association of State Educational Media Professionals) on September 23rd.

USL presented a booth at UEN Annual Conference at the Sandy Expo Center. USL staff promoted services for the Blind and Disabled and Pioneer Database Resources to over 1300 people. Staff participating included Communications Specialist Openshaw, Executive Secretary, Program Manager Oakes, State Data Coordinator Lee and Assistant Director Mansen.

Several USL staff members collaborated with Salt Lake County Library Services in an outreach event at the 2010 Annual Senior Expo at the Sandy Expo Center. Over two days, USL promoted library services for the Blind and Disabled as well as downloadable audio books and senior health resources online. Over 1,300 people visited the booth. USL staff included; Special Services Coordinator Nelson, Communications Specialist Openshaw, Executive Secretary Martinez, Program Manager Oakes, Youth Service Coordinator McLain, State Data Coordinator Lee and Library Resources Program Manager Craig Nielson.

Cache County had a library issue on the ballot: "Shall the Cache County Council establish a countywide library system?"... **Yes: 11,228 47.7% No: 12,277 52.2%**

21st Century Libraries

USL staff efforts in preparing Utah's library community to address 21st Century issues have resulted in a 21st Century Library Model that will be revealed at a half-day pre-conference session at the 2011 ULA Conference in Layton. USL's leadership role to incorporate 21st Century Skills into its new 2010-2012 Strategic Plan will be established by providing local libraries with a "toolkit" of strategies to help them evolve from where ever they are today further into being a 21st Century Library for their community.

Consultant Matthews began a 21st Century Library Blog in January, and over the 11 months has published 75 Posts, experienced a nearly 400% increase in readers over the past six months, with an average of 84 readers per day during November. He is also writing an article for publication in March in American Libraries, The Magazine of the American Library Association.

USL is leading the way for local libraries by building a collaborative partnership of Utah library organizations including: Utah Academic Library Consortium (UALC), Utah Educational Library Media Association (UELMA), Utah Library Association (ULA) and Utah Library Media Supervisors (ULMS). The partnership will share resources, lessons learned, and expertise in every aspect of librarianship, and library operations. USL is also a partner with the Governor's 21st Century Workforce Initiative.



Bookmobiles

Collection Renewal Project

To assist the USL Bookmobile Collections during the difficult economic downturn, LSTA funds have been and will be used to revitalize the collections.

iPad for Bookmobile Program - Pilot Project 2010-2011

Because one of USL's goals is that all Utah residents of diverse abilities and backgrounds, including underserved populations in rural areas will have equitable access to library materials and resources to improve the quality of their lives, USL initiated the pilot iPad project. One iPad has been placed in 4 bookmobiles and 4 repositories all with Internet access for use with patrons. This pilot project will help determine if iPads can meet patron needs in place of or together with laptops. Assistant Director Mansen trained staff and is leading this project.

New Automation System Update

All the bookmobiles have "gone live" with Symphony. The new system offers enhanced patron services, efficient new staff functions and promises innovative new technologies to deliver information and materials to Utah's rural patrons. USL is preparing PR to advertise new patron services using bookmobile magnets and bracelets.

USL has successfully implemented the "Symphony" Integrated Library System (ILS) for the 16 libraries that comprise the Utah State Collections Consortium. The USL administered system offers the libraries in the consortium unique benefits for users as well as day-to-day library management tools and data for long-term

library planning. The implementation process began in 2008 and culminated the end of 2010. A project team at the Utah State Library was specifically dedicated to the project. The Utah State Collections Consortium consists of the USL, two public libraries, nine bookmobile libraries and five State agencies including State Library, State History, State Archives, State Law Library, and Division of Administrative Rules and the Utah Department of Transportation.

Tooele County Repository Relocation

State Librarian Morris, Assistant Director Mansen and Bookmobile Program Supervisor Doug Livsey attended the "Grand Opening" of the Tooele County Bookmobile repository library on September 16th at the Grantsville High School Library. For decades the repository library was located in Grantsville City Hall, but city growth necessitated a move. In the spirit of inter-governmental cooperation, the library temporarily moved to space in the High School Library where patrons are enjoying additional computer resources and a much larger and more comfortable space. A permanent repository facility is expected within 24 months.

USL staff arranged and attended a retirement party for Library Tech Barbara Millward who served as Tooele County Bookmobile's Library Technician for 38 years.

Library Resources Program Craig Neilson

Continuing Education

A summary of training provided by LR staff members in the last 3 months:

Rx for the Digital Branch – making better websites (Digital Resource Librarian Darci Card)

ILL – Never Say Never – making better use of InterLibrary Loan (Librarian Kristen Stehel)

Trading spaces – utilizing Utah's library talent to teach others (Training Coordinator Colleen Eggett)

Symphony Training for Bookmobiles (Librarian Linda Roholt)

Other training opportunities included:

New Spaces In Old Places - creating youth areas in libraries

Ninth House – Advanced management training for directors

NetLibrary & OverDrive Audio and Ebook training

Public Pioneer

Mobile interfaces: *mobile interfaces are now available for Ebsco and OverDrive Audiobooks / Ebooks. These interfaces provide a cleaner, simpler experience for those using mobile devices.*

EZ Access: *1) we have completed our move to EZproxy at OCLC. This allows us to provide access to many of our resources with only one login screen. 2) Ebsco now utilized geolocation for authentication, which eliminates the need to log in for Utah residents.*

Audio / Ebook usage soars 117% *1Q annualized vs FY2009 actual*

OverDrive currently has 4402 titles in the collection including 800 ebooks.

Resource Sharing

Requests handled by USL are up 16% vs FY2009

Training Coordinator Eggett has been leading an effort to update the current statewide InterLibrary Loan agreement. The effort began with a meeting of the state's lenders, something that hasn't been done for over a decade. The members of this group are crafting a new ILL agreement that will encourage all libraries to lend as much of their collection as possible to other Utah libraries.

Government Information

Librarian Doug Gould has joined the Library Resources team and has played a large role in expanding the content of the Digital Library.

The following collections have been added to the State Publications Digital Library (publications.utah.gov):

- 1 – Utah Vital Statistics, 1939 – 1997
- 2 – Crime in Utah Reports, 1978 – 1998
- 3 – Trendlines, 2001 – 2006
- 4 – Utah Jobs Outlook, 1976 – 2002
- 5 – Appropriations Reports, 1967 – 1998
- 6 – Voter Information Pamphlets, 1976 – present

There's also a new search page for State History publications - <http://publications.utah.gov/history/index.html>

**Blind and Disabled Program
Bessie Oakes**

August 2010

Special Services Coordinator Nelson converted the Radio Reading Service broadcast room, production room and recording room, into a recording studio for book narrators. Two of the rooms have been made accessible for handicapped individuals.

The Utah State Library building to be built on the grounds of the Department of Corrections was awarded to Ascent Construction August 17, 2010, with a low bid of \$438,308. Completion date is scheduled for sometime this winter or early spring. The facility is being built entirely by donated funds and will be for the sole use of the Utah State Library to produce talking books for the blind and disabled utilizing the work of inmates. This cooperation between the Utah State Library and the Department of Corrections is an excellent example of a cooperative project between different parts of Utah State Government that results in tangible results for Utahns. Corrections Coordinator Scott Brooks met with the contractors on the new building for Reading for the Blind at the Utah Department of Corrections, Draper, a number of times to discuss construction details.

September 2010

See Director's Report.

October 2010

Ground was broken and construction of the Reading for the Blind building began on October 4th.

Lt. Governor Greg Bell-see Director's Report.

The special project of checking cassette players for the National Library Service ended on September 30th when the contract was not renewed for the project. With the end of the service, two employees were no longer employed.

November 2010

The Consumer Advisory Committee for the Library for the Blind and Disabled met on October 28th.

Multistate Center Director Paula Stuart submitted the federal fiscal year-end reports to the Library of Congress, National Library Service.

FINANCIAL REPORT STATE LIBRARY				
			Percent of Year:	42.00%
	FY2010	FY2011		
Revenue by Source	Actual	Budget		
General Fund Base Appropriations	\$4,644,200	\$4,481,800		
General Fund Carryover FY2010		\$235,100		
Federal Funds LSTA	\$1,340,600	\$1,623,300		
Library of Congress Multi State Contract	\$795,000	\$826,000		
County Revenue for Bookmobile Services	\$1,005,700	\$973,000		
Other Blind and Disabled Revenue	\$260,000	\$264,400		
Sale of Surplus Property	\$5,400			
Total	\$8,050,900	\$8,403,600		
	FY2010	FY2011	FY2011	Percent
Expenditure by Program	Actual	Budget	YTD Nov	Expended
Library Administration	\$1,707,900	\$1,781,200	\$856,400	48.08%
Library for the Blind and Disabled	\$1,686,900	\$1,653,800	\$743,300	44.94%

Library Development	\$2,362,600	\$2,694,700	\$1,040,000	38.59%
Library Resources	\$2,058,400	\$2,273,900	\$1,011,500	44.48%
Total	\$7,815,800	\$8,403,600	\$3,651,200	43.45%