



USL Staff Reports to the
State Library Board
October 7, 2009 – December 9, 2009

Director's Report
Donna Jones Morris/State Librarian

Budget and Potential Grant

USL staff members continue to focus on budget issues. The Admin Team completed reports for the Utah Advisory Commission to Optimize State Government and for the Department of Community and Culture.

USL is a partner with the Utah Education Network (UEN) in round one of a National Telecommunications and Information Administration (NTIA) federal grant for the expansion of broadband Internet access to some Utah public libraries and part of the UEN state network. This first round grant is currently being considered for funding. UEN is planning to apply for a round two NTIA grant. USL applied to the Gates Foundation and has been selected for a potential matching grant that may supply cash match for the portion of this second grant that if funded will expand broadband Internet access to public libraries not part of round one. The grant will also seek funding for broadband access for other parts of the UEN network. Gates will be supplying support to UEN and USL as the grant application is compiled and if Gates approves the final application, Gates will supply cash match that will hopefully be a key factor in determining which states will receive NTIA grants in round two. Program Manager Craig Neilson and Director Morris have attended a number of meetings concerning the Gates grant and the NTIA application. Assistant Director Mansen was involved and has since moved to other projects.

Team Building

USL celebrated Columbus Day with a staff Italian lunch. Executive Assistant Ronald Van Harten's wife, Rosalinda, cooked a fabulous meal for all staff. Food was purchased with private money and staff members were asked to donate \$3 or bring food for the food bank. USL donated a significant amount of food as a result of the event, and staff had a fantastic authentic Italian meal. Many of USL's best team building events revolve around food. Ron, thanks for loaning Rosalinda to USL for the meal.

Represented USL

Director Morris represented USL at the October 22nd Utah Digital Newspapers Advisory Board meeting. Reports were given covering accomplishments of the past year and a half, and the Board prioritized future newspapers to be digitized. Friday, October 23rd Director Morris represented USL at the UEN Steering Committee meeting. Director Morris represented USL when Edwin Torres presented poetry, followed by the Book Festival Author's Party. Director Morris attended the Book Festival session Cuentame Cuentos: A Bilingual Story presented by Consultant Juan Lee and Interlibrary Loan Technician Kristen Stehel.

Director Morris represented Utah at the Chief Officers of State Library Agencies (COSLA) meeting and Western Council of State Librarians meeting in Incline Village, NV. She also met with representatives of the Gates Foundation to discuss the broadband grant.

Director Morris coordinated the Metropolitan Area Director's meeting at BYU on December 3.

Department of Community and Culture

Palmer DePaulis introduced new Deputy Director Michael Hansen to the USL staff at a December 2 full staff meeting. Ally Isom has taken a new position with the Department of Workforce Services.

Marketing and Public Relations
Jeri Openshaw

UTAH CULTURAL ALLIANCE (UCA)

Jeri Openshaw, Information Specialist attended Utah Cultural Alliance monthly board meetings – began discussions about lunchtime caucuses during the 2010 Legislative Session to define and lend support on issues of importance to Utah’s cultural community. Information Specialist Openshaw and Director Morris attended the UCA Annual Meeting December 7th.

KUED READING MARATHON

USL is partnering with KUED for the fourth year on the Reading Marathon celebration for children who accomplished reading goals. The event is in January and is held at the Utah State Fairgrounds. USL will have a booth and exhibit State Library information including Braille, and books on tape plus Michael Harris, Library Tech will read Braille and help children write their names in Braille. Over 3,000 attended last year

LIBRARY FOR THE BLIND AND DISABLED

“Art Beyond Bounds”, an exhibit of artwork created by the blind and disabled opened on October 16th to a record crowd at the Rio Grande Depot. First Lady Jeanette Herbert and more than 500 guests attended the opening that was scheduled to coincide with the Utah Arts Council Statewide Annual exhibit and the monthly gallery stroll. The exhibit includes art by over 30 blind or disabled artists. First Lady Jeanette Herbert kicked the event off by welcoming and congratulating artists and partners. Partners include the Utah State Library, Utah Arts and Museums, Utah State History, Division of Services for the Blind and Visually Impaired, Art Access and Kindred Spirits. The exhibit will be open through January 4, 2010, with a special evening opening on December 4th as part of the Utah Arts Council’s current “Admissions” exhibit and monthly gallery stroll.

Plans continue for the Radio Reading Service and Radio Waves interviews to be streamed onto the web site.

GOVERNOR’S LITERACY COMMISSION

Information Specialist Openshaw met with Commission committee members and discussed results of the 2009 Summer Reading Calendar and Campaign. This year’s theme “Make a Splash @ Your Library”. The Governor’s Literacy Commission is cooperating with the Utah State Library on this campaign again this year. In 2009 USL distributed nearly 30,000 calendars to public libraries throughout the state - more this year than last! Some calendars are available in Spanish. Again this year McDonald’s will highlight Summer Reading on its tray liners this summer. Ronald McDonald visited eight Utah Bookmobiles and held wildly successful story telling sessions. USL and McDonald’s are already making plans for Ronald McDonald storytelling visits again in 2010.

PIONEER

Information Specialist Openshaw compiled information to determine what the next media campaign should include. She contacted radio stations regarding advertising on their web sites and will also be exploring Google advertising.

STRATEGIC PLAN FORMATTING

Information Specialist Openshaw creating a format for distributing the USL Strategic Plan.

ANNUAL REPORT

Information Specialist Openshaw started creating a format for the USL annual report.

LEGISLATIVE PRESENTATION

Information Specialist Openshaw is beginning to formulate plans for the 2010 legislative presentation. USL would like input on how to use and implement the read poster idea. USL purchased the software for designing read posters – we need to decide how and where to get legislators together in order to take photos for the posters and give the posters to the legislator’s local libraries.

FINANCIAL REPORT STATE LIBRARY Paul Kroff					
				Percent of Year:	42.00%
	FY2009	FY2010			
Revenue by Source	Actual	Budget			
General Fund Appropriations	\$ 5,054,000	\$ 4,695,800			
Federal Funds LSTA	\$ 1,755,800	\$ 1,636,900			
Library of Congress Multi State Contract	\$ 765,600	\$ 786,800			
County Revenue for Bookmobile Services	\$ 1,073,600	\$ 1,055,600			
Other Blind and Disabled Revenue	\$ 259,900	\$ 264,400			
Total	\$ 8,908,900	\$ 8,439,500	\$ -		

	FY2009	FY2010	FY2010	Percent
Expenditure by Program	Actual	Budget	YTD Nov	Expended
Library Administration	\$ 1,782,700	\$ 1,811,500	\$ 845,300	46.66%
Library for the Blind and Disabled	\$ 1,838,900	\$ 1,770,500	\$ 626,650	35.39%
Library Development	\$ 888,200	\$ 864,400	\$ 266,150	30.79%
County Bookmobile Program	\$ 1,532,000	\$ 1,398,900	\$ 645,800	46.16%
LSTA Grants	\$ 462,600	\$ 600,000	\$ 82,200	13.70%
Library Resources	\$ 1,617,100	\$ 1,466,600	\$ 839,400	57.23%
Uplift Continuing Education	\$ 62,400	\$ 65,000	\$ 18,200	28.00%
Community Library Enhancement Funds	\$ 725,000	\$ 462,600		0.00%
Total	\$ 8,908,900	\$ 8,439,500	\$ 3,323,700	39.38%

Staff Reports
Assistant Director/Library Development
Cheryl Mansen

DCC Capital Facilities Grant Applications

Board Member Keith Wilson and Consultant Steve Matthews worked on revising the Prioritization Rubric to make it more useful for the 2010 grants application cycle. Evaluation criteria were revised and clarified, and prioritization process guidelines were also reviewed for clarity and effectiveness. Recommended revisions are provided as Attachment 1 for approval.

The SLB approved Prioritized Grants List was submitted to DCC on October 15, and it was forwarded to the Governor's office and the Legislature as it was submitted. Lists from DCC divisions were not combined into one overall DCC listing.

Since the LSTA Fall Grant Round successfully used the SalesForce CRM system for grant applications, efforts are underway to clone that system for use with the 2010 DCC Facilities Grants applications. Hopes are that an online review and evaluation system will also be available for Board members to evaluate applications online.

Trustee Regional Conferences

The joint Utah State Library and Utah Library Association sponsored Trustee Regional Conferences held in Logan on November 5, and in SLC on November 18 were an unquestionable success. There were 35 trustees and library directors from 15 libraries in the North region who came together in Logan, and 41 attendees from 20 libraries in the North Central region who came to SLC. Participant comments included; "entertaining, not boring, fast paced", "It made me think about planning for the future ...", "like the 'broader vision' discussion", "I learned a lot", "excellent information", "excellent material", "it was great time spent",

“fascinating topics and very valuable recommendations”, “packed w/ info – no fluff”, “Donna was very engaging”, and “loved hearing ideas from other libraries”.

Regional conferences for the South and South Central regions will be rescheduled for early 2010. An agenda is provided as Attachment 2.

LSTA

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.

At the Board's October 14, 2009 meeting the proposal to discontinue sub-grants of LSTA funds after the fall 2009 grant round was voted on and approved. This decision was based on the financial situation facing USL. As a result of this decision, there will not be an LSTA grant round in spring 2010, which removes the primary function for the LSTA Advisory Council. This proposal for a suspension of Council member terms provides for a workable solution to the cessation of Council responsibilities. Any Advisory Council member who does not want to continue their term under these conditions would, of course, have the option of resigning as a Council member.

Three activities will affect the length of the suspension. These are: 1) resuming re-grant rounds; 2) evaluation of the LSTA Five Year Plan, 2008 -2012; and, 3) development of a new LSTA Five Year Plan, 2013 – 2018. Evaluation of the current Five Year Plan and development of a new Five Year Plan are required by IMLS, and should begin in mid-year 2010.

Fall 2009 LSTA Grant Round

During the recent Fall 2009 LSTA Grant Round, 15 mini grants were considered by Director Morris, Assistant Director Mansen, and Grants Coordinator Sara Wever. Thirteen mini grants were awarded totaling \$100,000. The details are contained in Attachment 3. Trends for all types of LSTA Grants from 1999 to 2009 are shown in Attachment 4.

During USL's meetings with public libraries discussing the Strategic Plan several libraries indicated they wanted continuing training on Emergent Literacy. Provo City Library and Salt Lake County librarians scheduled a training for Utah Kids Ready to Read (UKRTR) on Friday, November 6, 2009 in Richfield. Assistant Director Mansen met with Provo Public Library Director Gene Nelson and Children's Librarian Carla Morris concerning reviving Utah Kids Ready To Read (UKRTR) in November. Director Nelson will begin by convening a meeting with the original training team. The idea is to move forward by incorporating 21st Century Skills into the program.



Bookmobiles

New Technologies

The Bookmobile program is working in conjunction with USL Library Resources group to implement a new shared library automation system. The new system replaces nine obsolete circulation control systems serving 14 counties. The new system from SirsiDynix called Symphony offers enhanced patron services, efficient new staff functions and promises innovative new technologies to deliver information and materials to Utah's rural patrons.

The migration to the new automation system is managed by a special bookmobile staff web site that includes web-based training for all system functions. Regular live web based staff meetings complement the web training sessions to ensure staff throughout the State is thoroughly trained.

San Juan County Library Transition

USL staff assisted the San Juan County Library in their desire to transition from bookmobile service to a “Satellite Library” concept. Arrangements were made with State Surplus to transfer the collection and

library shelving at a reasonable price from USL to San Juan County. USL developed a plan to accommodate San Juan County's December 31 implementation target date. The vehicle will be used in the bookmobile system to provide a relief vehicle when required.

Tooele County School Fire

The Utah State Library Bookmobile Program responded to a request to supplement library service in the Tooele County School district. A fire destroyed the Grantsville Elementary School leaving inadequate library service for about 750 students. The Bookmobile added three visits every two weeks at the Willow Elementary School and the Grantsville Jr. High School where the displaced students were relocated.

Consultant Lee represented USL at the 2009 Tribal Libraries, Archives, and Museum Conference in Portland, OR, October 20-22, 2009. Consultant Lee attended State Data Coordinator 2009 Conference in Washington, D.C. December 2-3, 2009.

Blind and Disabled Program Bessie Oakes

October 2009

Digital project update

The digital book project materials have been purchased and are ready to use. USL is working on a duplication system to be able to create digital audio books. Once the duplication system is completed, USL will begin to build the collection of local and regional interest digital books to circulate to patrons.

Art exhibit

USL partnered with other State agencies, including the Division of Services for the Blind and Visually Impaired (DSBVI), Arts and History to present an exhibit of art created by blind, visually impaired and physically disabled artists. The theme for the exhibit was "art beyond bounds".

Reading for the Blind program

Corrections Coordinator Scott Brooks met with architect Scott Evans to work on plans for the new Reading for the Blind building at the Utah State Prison. Director Morris and Corrections Coordinator Brooks meet with corrections staff to review the building detail and discuss any special corrections modifications.

Radio Reading Service

The Radio Reading Service upgraded and diversified programming, adding the Jewish Community News, Washington Post Highlights, the Lighter Side and other programs. USL canceled the Content Depot National Public Radio (NPR) contract as a cost reduction effort and joined the International Association of Audio Information Services (IAAIS), which is the source for the new programming. Content Depot cost \$1500 annually, IAAIS membership costs \$200.

December 2009

Radio Reading Service Survey

The Radio Reading Service will send a survey to listeners in mid-December to determine listener demographics, level of use and listener satisfaction with the programs offered. The previous survey was sent in August 2006, and a number of programming changes have taken place in the interim.

Library Resources Program Craig Neilson

Government Information: *Ray Matthews* has initiated an exciting project of collaboration with the Legislature to make accessible the entire backfile of House and Senate Journals as well as the Laws of Utah. These documents would be scanned and entered into our digital library, providing full-text access for the first time. Discussions are underway with Digitization representatives from our department and representatives of Legislative Research.

Resource Sharing: The new state library catalog has gone live, but work is still continuing with the vendor to work out remaining problems. Project Coordinator *Ruthanne Hansen* has worked tirelessly to bring this project to fruition. The project will represent the largest collaborative technology effort centered around materials access to date, including libraries at Courts, Archives, History, as well as our own Bookmobiles.



Continuing Education: Recent training initiatives have included strategic planning training and Summer Reading workshops. USL now also provides several at-your-own-pace web training options through lynda.com and other venues dealing with management and technology issues. **Colleen Eggett** is training coordinator.

Technology: As detailed elsewhere, USL is partnering with the Utah Education Network to obtain funds from the Gates Foundation to provide a match for UEN's broadband expansion Grant from the National Telecommunications and Information Administration. Gates support for this grant application hopefully will provide impetus for its approval.