

Oregon State Library
BOARD OF TRUSTEES MEETING
April 24, 2013
Vancouver Community Library, Vancouver, Washington

Board members present: Sue Burkholder, Ebonee Bell, Aletha Bonebrake, Sam Hall, Susan Hathaway-Marxer, Shannon Applegate. Not present: Ray Miao.

Guests present: Penny Hummel, Director of the Canby Public Library.

Staff present: MaryKay Dahlgreen, Susan Westin, Margie Harrison, Jessica Rondema.

Chair Sam Hall called the meeting to order at 11:00 a.m.

APPROVAL OF MINUTES

Minor changes were suggested to the February 22, 2013 minutes, including three typos and changing the amount remaining in the Horner Fund to \$19,500 instead of \$19,000, to match the amount specified in the agenda item for the February meeting.

Burkholder moved to approve the minutes of the February 22, 2013, Board meeting with these changes. Bell seconded. The motion passed unanimously.

REPORTS OF BOARD CHAIR AND TRUSTEES

Executive Committee Report

The Governor has appointed a new Board member, Ismoon Hunter-Morton. She is appearing before the Senate Rules Committee today. Hunter-Morton is an adult services librarian from Forest Grove, as well as an on-call reference librarian at Multnomah County Library. She is also a grassroots archivist and the president of the Gay and Lesbian Archives of the Pacific Northwest. Her term begins July 1st.

Dahlgreen spoke with Executive Appointments Director Kendall Clawson to have "Board Membership 101." They strive for geographic diversity and group representation with executive appointments. They have received a clear directive from the Governor to increase diversity of Boards and Commissions. For our Board, having representation from Southern Oregon is important. Dahlgreen recommended that the Board begin talking about possible applicants a year before there is an opening. Current Board members need to reapply when their four-year term is up, but there is no Senate hearing.

Other Board Reports

Burkholder reported that the City of Eugene has put a fee on main ballot that will keep the two library branches open. If it fails, the branches will close and the main library will be closed one day a week.

Westin reported that Library Development has two RFPs out for a digital collection plan and an outcome-based training. They will be reviewing both RFPs next week.

Bell reported that she visited Coffee Creek Correctional Facility with Steven Engelfried of Wilsonville Public Library to observe the Head Start Program with the incarcerated women and their children, aged 0-3. She arrived after the morning storytime, but observed the afternoon session after the children had gone home, which is an informational session for the women. There are strict requirements for the women in the facility who participate in this program.

Bell also visited a Black Storytime at Multnomah County Library. It was very well attended, mostly with fathers and their children. There is one at Midland, one at North Portland, and one at St. John's. These storytimes were created as a result of an LSTA Grant to assess the needs of Black kindergarteners. Dahlgreen has recently been talking with Charles McGee, Executive Director of the Black Parent Initiative, who is also on the Early Learning Council and he is very interested in working with Multnomah County Library. Dahlgreen will talk to Bell about contacting McGee.

Applegate reported that her husband, Daniel Robertson, received an award for public media from the Oregon Education Association for his radio program, Progressive Perspectives, in Roseburg. There are also two festivals coming up at the homestead for which Applegate is preparing.

Hathaway-Marxer reported that she attended a meeting of the Board of County Commissioners for Multnomah County where Chair Jeff Cogen has convened a Transition Committee to talk about transferring physical assets of Multnomah County from the county to the district. A number of people on this committee were concerned about what would happen if the Board of County Commissioners were not as supportive of libraries as they are now.

Bonebrake and Hathaway-Marxer comprise the subcommittee working on Benchmark #38. They will be meeting with members of OLA who are currently working to revise the public library standards.

REPORTS OF THE STATE LIBRARIAN AND STAFF

Activities Since the Last Meeting

Dahlgreen reported that our partner, the Willamette Valley Genealogical Society (WVGS), has won the prestigious 2013 David Duniway Historian Award.

OLA had to move their Legislative Day to April 8th due to gun rights activity at the Capitol. Members had to move their appointments, so some people could not meet with as many legislators as planned. OLA collects children's books, and then writes letters to the Legislature, offering to give a book to a library in the name of a specific legislator.

Last Saturday, Dahlgreen attended Seaside Public Library's 100th birthday celebration, which had over 80 people in attendance. Esther Moberg has been doing an excellent job.

GRS booked Ursula Le Guin to give a lecture in the Employment Auditorium, which was wonderful and very well attended.

Dahlgreen gave a presentation to the Friends of the Hannon Library at Southern Oregon University, which went very well. There was an article in the Medford newspaper and an interview for public radio. She also reported on the portrait of the previous director, Sue Burkholder, which is hanging outside the administrative offices.

Rondema has made the appointments with the Oregon Congressional delegation for Dahlgreen and seven other librarians who are attending National Library Legislative Day, which is sponsored by the American Library Association. They are Vailey Oehlke from Multnomah County Library District, Penny Hummel from Canby Public Library, Ruth Murray from Portland State University, Sara Charlton from Tillamook County Library, B.J. Toewe from Salem Public Library, John Goodyear from Chemeketa Cooperative Regional Library Service, and Michele Burke as OLA President. Dahlgreen will also be attending a COSLA (Chief Officers of State Library Agencies) meeting and a gathering at the White House for State Librarians to talk with the President's domestic policy advisors.

Dahlgreen reported that member states are discussing the Plinkit Collaborative and possibly migrating to a platform other than Plone. This conversation is important for being strategic with LSTA funds. Dahlgreen appointed a task force to look at statewide reference services. Their first meeting will be May 1st. Burkholder is representing the State Library Board on the task force. A deliverable after this meeting will be a letter to the LSTA Advisory Council explaining what they are planning to do to provide a report in September.

The Quarterly Performance Report was distributed to the Board members. There were no drastic changes in the statistics. Workshop attendance is decreasing, due to the changing nature of training and consulting. LD has been making people aware of free webinars and training opportunities, which is valuable to many people. Hathaway-Marxer suggested finding a way to measure how these notifications affect the attendance at these trainings.

Bonebrake mentioned that Sage is undergoing change, because Eastern Oregon University is no longer the host, having moved to the Orbis Cascade Alliance shared catalog. Sage system libraries use the open source system Evergreen.

Talking Books and Braille Services are weeding cassettes and not adding as many items as they did previously. They are being deliberate about how many copies they acquire to conserve space and push the digital downloads. The amount of items circulated includes hardcopy items, downloads, and Braille items. There was a question if public libraries could be engaged to help people download items from BARD. However, many libraries do not allow downloading on their computers. Dahlgreen mentioned the approach of working with libraries' outreach programs to increase the TBABS customer base. We also want to work with assisting living institutions to assist the residents.

Volunteer hours are lower because the way we use volunteers is in flux right now. Our Volunteer Program is currently being revamped, as Robin Speer and the Volunteer Workgroup develop their strategic plan. This plan will focus on skilled volunteers as well as encourage the use of library school interns.

Government Research Services transactions are lower, possibly because the more state agency patrons can access resources themselves, the less often they make contact with the staff. The primary focus is on training people about the resources available to them and determining when someone needs a professional.

Library Development has a decrease in training hours, partly due to funding issues. Westin talked about what is coming out of the public library standards, and what our role is if public librarians need specific training.

LSTA Funds

Two documents were handed out to the Board members, including the 2012 Budget Plan for FFY 2013 and 2014 and the list of LSTA Grants that were approved by the Board last October for the FFY 2013 Competitive Grants. In February, we received part of the FFY 2013 allotment. There was a continuing resolution until the end of March, which Congress extended until the end of the fiscal year. Sequestration occurred during this time. As a result of federal sequestration, our final allotment for FFY 2013 was reduced by 4.5%. LSTA funding for FFY 2012 was \$2,164,574, FFY 2013 is \$2,080,092. The budget plan shows a \$188,000 shortfall.

The Board needs to decide if they want to keep a \$188,000 negative balance, or do they want to decide not to fund some of the projects? The grant projects that have already begun are those with higher scores, those that are dependent on staff, or those in their second year. We have already signed their contracts with those organizations for full funding.

Astoria and St. Helens have both requested funds under “Extending Services to the Unserved,” totaling \$141,603. They are on a slightly different schedule, so those will come to the Board in June, with recommendation from the LSTA Advisory Council.

It is possible that many competitive grant projects won’t end up being as expensive as the organizations anticipated. Burkholder commented that only taking the money out of the competitive grants is not the best approach. She would like us to look at sharing costs for databases and L-net e-reference service.

OPEN FORUM

No one was present to comment.

LSTA Funds-continued

Burkholder suggested lowering or eliminating the subsidy for L-net, and having libraries contribute. If it is an important service for libraries, they should find a way to pay for it.

The extending services grants that will be coming to the Board in June have begun in July in the past. One grant request is from St. Helens Public Library, and this would be their second year. The other is from Astoria and Seaside Public Libraries. This will be their fourth year.

Burkholder expressed concern about pulling back from extending services to the unserved. Hathaway-Marxer is also hesitant about not funding Clatsop County and St. Helens. She asked if, instead, we could put the university library projects on hold.

The statewide projects have not signed contracts yet. The Board decides every December if they are going to charge for the statewide databases. It would have to be July 2014 if we were to institute payment from libraries. The smallest libraries would not have to pay.

Burkholder said that up until last time, libraries paid for part of the databases. The reason they are not paying currently is that the databases had a lower cost. Burkholder suggested collecting some cost recovery. She agreed with Hall’s idea to use last year’s budget amount for L-Net. Burkholder also suggested putting off the university projects for a year, telling them funding will

be available next time. Using last year's L-net amount and not funding the Oregon State University project at this time would bring the amount to about \$118,500.

Dahlgreen talked about the Coos Bay Public Library gadget gallery, which would allow staff to use and learn about devices. However, they are not partnering with any other organizations or the other Coos County libraries. The Portland State University project regarding audio recordings is dealing with valuable resources, but this is not as much of an urgent issue. This would bring our savings to \$133,000.

Applegate is concerned because the Pacific University Grant is a planning grant for oral histories, at \$36,809, versus a preservation project at Portland State University. She would want to leave PSU in, taking Pacific University out. Hall is uncomfortable pulling out the second-highest rated project, without knowing enough about it. Bonebrake acknowledged that the Pacific University Library project that was so highly rated does not necessarily need to happen now during budget cuts.

If the Board chooses not to fund a project at this time, Hathaway-Marxer said the grantees will need to update their budgets and make it clear that they still want to do this project. Bonebrake suggested that since they have been approved as good projects, but are being removed this time through no fault of their own, they ought to be given some sort of priority.

Bonebrake made a motion that to save \$160,000, the Board will not fund the Pacific University project (approx. \$36,000), the Oregon University project (approx. \$68,000), or the Coos Bay project (approx. \$5,000), and use last year's L-net budget (approx. \$50,000), giving the three competitive projects priority next time, guaranteeing funding.

Burkholder seconded Bonebrake's motion, agreeing with the proviso that these projects will be given priority. Burkholder suggested that these organizations do not need to submit a brief proposal; they can come back for the August full proposals.

Hall wanted to wait until June to make a decision about funding for Pacific University, waiting until the Board makes the decisions about the \$141,000 for extending services. However, Bonebrake said that the Board can easily restore the money in June to Pacific University if there are funds available. The Board will reinstate the money in the order of the grant rating.

The motion passed, with one abstention.

NEW BUSINESS

Oregon Library Association Update

Su Luidahl was not present to give an update on the Public Library Division standards revision. Penny Hummel was present and reported on the status of new Canby Public Library building.

Penny Hummel is the Director of Canby Public Library and the OLA President-Elect. The Canby Public Library just hired an architect for a 22,273 square foot new library, which is twice as large as the current library. The process of designing the building has been positive, although keeping the project going has been more challenging. The library will share a lobby with the historic city hall. The plans are posted on the library's website.

GRS Advisory Board Bylaws

Dahlgreen recommended a change to the State Library Board of Trustees bylaws to standardize the process by which Advisory Council members are chosen. Burkholder moved that the bylaws be amended as proposed. Hathaway-Marxer seconded. The motion passed unanimously. The GRS Advisory Council will then bring their amended bylaws to the Board for approval in June.

Key Performance Measure #15 Report

The results of the Board member survey show that most members agree that the Board is doing what it is supposed to be doing. There were a few questions marked with the answer “not sure.” One question had a “disagree” regarding training sessions. Hall will look for training sessions for the Board members, as they all expressed interest in learning how to become more effective Board members. Hall and Dahlgreen will consult and discuss it at the Executive Committee meeting. It is possible that the Executive Appointments Office provides training. It is good to clarify that the State Librarian receives an annual performance review in October.

Burkholder moved that they mark “yes” on page 28, indicating that the Board is following best practices. Applegate seconded. Motion passed unanimously.

Reorganization Steering Committee Report

The Board agreed to pay close attention to the reorganization process so that the progress goes in a direction with which they agree. There will be one Board member on the Project Team, along with Dahlgreen, five staff members (two chosen by Dahlgreen, three chosen by SEIU), the managers, the project manager, and the State Archivist. Once the Legislature approves the budget, we will move forward with the reorganization process. We will then bring our progress to the Legislature in February 2014, to receive our second year of funding.

Dahlgreen is working with the Chief Operating Officer’s (COO) Office. We will have broad representation from stakeholders during this process, but they will not be the decision-makers. The COO’s office will sponsor the project, shepherding it through. The project will include members of the advisory councils, someone representing OLA, a representative from the visually-impaired community, and Board members. Workgroups will be created to look at specifics such as collections, state government service, library services, technology, finances, etc. The workgroups will gather the concrete information, such as the cost of genealogy, including collection development, librarians, etc. The workgroups will be doing the research, giving the Project Team actual data, insight, and recommendations.

Next Wednesday, Dahlgreen will present the General Government Subcommittee with a project plan during the State Library Phase II budget hearing. Dahlgreen and Sarah Miller from the COO’s office have been meeting with the legislators on the Subcommittee to elicit feedback so issues can be addressed during the presentation.

The Board asked Dahlgreen what she requires from the Board members. She needs the Board to believe in her and believe that we are doing the right thing. We have to reinvent the State Library. Many libraries in Oregon need to be reinvented, and we need to be a model.

A transformation update will be a continuing agenda item for Board meetings.

Dahlgreen would like one Board member to serve on the advisory committee and one on the Project Team. They will most likely be involved in the workgroups as well. She suggested that

Richard Turner and Sue Burkholder, as former Board members, would have valuable input. Westin commented that we need to look at the entire library. After this process, we may look very different. We need to look at what we can do for the citizens of the state of Oregon. Burkholder commented that a big danger is that there won't be any substantial change.

After hearing the report, Hall mentioned that he is very supportive of the direction we are headed.

We will be reporting our progress to the Legislature in September and December for a check-in.

Dahlgreen mentioned that Rondema did a "yeoman's job" of staffing the reorganization meetings and getting the minutes out immediately. And she will be staffing Project Team. She will also be working on a website about the transformation.

Hall said the Board is very appreciative of the generous cooperation from COO's office. They are behind Dahlgreen and have confidence in her and the staff to get this job done well.

Burkholder said she has a great deal of confidence in Dahlgreen and told her not to be afraid to share her vision for the State Library. It is helpful when a leader leads, and provides a framework to be working toward.

Applegate agreed wholeheartedly with Burkholder and commented that it is stimulating and reassuring that Dahlgreen has a vision.

PLANS FOR NEXT MEETING

The next Board meeting will take place on June 21st at the Oregon State Library in Salem. The Board will spend some time discussing the transformation.

Hall created a Nominations Committee to look at which members will serve as the chair and vice chair of the Board next year. Burkholder and Applegate will be on this committee, as they are going off the Board. They will check with the individual Board members to get their input, and come back to the Board with a recommendation.

Rondema will contact Bell and Miao to receive feedback about new Board member orientation and what needs to be covered to orient our new Board members.

The meeting adjourned at 2:47 p.m.