

OREGON STATE LIBRARY BOARD OF TRUSTEES

Agenda Packet



**June 20, 2014
Monroe Community Library
380 5th Street
Monroe, OR**

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AGENDA MINUTES



Oregon

John A. Kitzhaber, MD, Governor

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June 11, 2014

FOR IMMEDIATE RELEASE

The Oregon State Library Board of Trustees will meet at the Monroe Community Library in Monroe, OR on June 20, 2014 from 10:00 a.m. to 3:00 p.m. Aletha Bonebrake of Baker City will chair the meeting.

In their business meeting, the Board will hear recommendations from the Library Services and Technology Act Council concerning LSTA project proposals. The Board will also consider recommendations from the Talking Book and Braille Services Advisory Council about expenditure of donation funds in 2014-15. An open forum is scheduled for 11:30 a.m. Anyone may address the Board on any topic at the open forum.

Sign language interpretation will be provided for the public if requested prior to 48 hours before the meeting; notice prior to 72 hours before the meeting is preferred. Handouts of meeting materials may also be requested in alternate formats prior to 72 hours before the meeting. Requests may be made to Jessica Rondema at 503-378-2464.

OREGON STATE LIBRARY BOARD OF TRUSTEES MEETING

June 20, 2014

Monroe Community Library

Aletha Bonebrake, Chair

Agenda

10:00 a.m.	Approval of the Minutes of the April 16, 2014 Meeting	Bonebrake
10:15	Reports of Board Chair and Trustees Executive Committee Report Nominating Committee Report Budget Committee Report Other Board Reports	Bonebrake
11:00	Reports of the State Librarian and Staff Activities Since the Last Meeting	Dahlgreen
11:30	**Open Forum	
Noon	Library Tour	Lori Pelkey
12:30 p.m.	Working Lunch	Bonebrake
1:00	New Business: GRS Advisory Council Membership Recommendations of the LSTA Advisory Council Recommendations of the TBABS Advisory Council	Harrison Wyma Rogers Westin
1:45	Strategic Planning	Bonebrake
3:00	Plans for next meeting Adjournment	Bonebrake

** Any person may address the Oregon State Library Board of Trustees at this meeting on any topic.

NOTE: The times of all agenda items are approximate and subject to change.

Remaining 2014 Board Meeting Dates and Locations

- August 15th at the Driftwood Public Library in Lincoln City
- October 17th in the Oregon State Library in Salem
- December 11th and 12th at the Oregon State Library

Oregon State Library
BOARD OF TRUSTEES MEETING
April 16, 2014
Oregon State Library, Salem

Board members present: Ebonee Bell, Aletha Bonebrake, Sam Hall, Susan Hathaway-Marxer, Ismoon Hunter-Morton, Ray Miao.

Guests present: None.

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

Chair Aletha Bonebrake called the meeting to order at 1:35 p.m.

APPROVAL OF MINUTES

Hathaway-Marxer moved to approve the minutes from the February 21st Board meeting. Miao seconded. The motion passed unanimously.

REPORTS OF BOARD CHAIR AND TRUSTEES

Executive Committee Report

The Board Budget and Strategic Planning Committee has met twice. Members are Bonebrake, Hall, Bell, and Hathaway-Marxer, with Dahlgreen as staff. The Committee reviewed the strategic plan during the first meeting. Since the expectations for our agency have changed, we have now been advised to come up with a broader vision statement. During the second meeting, the group discussed the draft vision statement for the Oregon State Library.

Other Board Reports

Robin Speer hosted a wonderful volunteer recognition event this morning. She and the Volunteer Cross Team Workgroup worked hard to make this possible. Bonebrake encouraged everyone to go to the Oregon State Library's website to look at the history of the State Library and State Librarians, which Speer showed during the event. Dahlgreen and Bonebrake both spoke, thanking the volunteers for their hard work. Bonebrake thanked Speer for making this such a successful event.

Bonebrake commented on the great work of Robby Pietz, Jerry Curry, and Dave Hegeman to put together the Kim Stafford lecture. Kim Stafford donated his time to us for this event. Hall also commended the staff on the Stafford exhibit.

This morning, Bonebrake had the opportunity to speak with Carol Dinges, director of the Lebanon Public Library, about their budget cuts and loss of staff. They now have a new city manager, who is a supporter of libraries.

Miao reported on the Deschutes Public Library's A Novel Idea...Read Together 2014. They have chosen a book called *The Dog Stars*, which is written with very interesting language. The Author! Author! Series, put on by the Library Foundation, has been extremely successful. Seats were sold out for the most recent speaker, Cheryl Strayed. The memorandums of understanding between DPL and local Friends groups in which Dahlgreen expressed interest should be on the website next month, once they are signed.

Hathaway-Marxer reported that Literary Arts and Multnomah County Library hosted Sonia Sotomayor at the Schnitzer Auditorium. The show was sold out. Hathaway-Marxer had the opportunity to meet Sotomayor and was very impressed with her. She won the hearts of the students she visited, as she was so genuine and kind. She gave heartwarming stories about her experiences growing up and as a justice.

Hathaway-Marxer also reported that the District Committee had a large meeting in front of the Multnomah County Library chair, commissioners, lawyers, and library staff, about the transfer of assets from the county to the library district. There are concerns about liability insurance. It is becoming a very complicated issue.

Hall mentioned that Justice Stevens has a new book coming out on Monday about six changes that we need to make in the United States Constitution, including redistricting. The Salem Public Library, in celebration of William Stafford, hosted a joint-presentation from poets Paulann Petersen and Lawson Inada on Stafford's influence on their work. There was a moderate audience for this very enjoyable event. The Salem Public Library children's room project has been delayed. The library thinks it has a major donor lined up for the next project, which would be to create a comfortable reading space.

Hunter-Morton reported that the Forest Grove City Library has had a number of wonderful cultural events lately. Paulann Petersen came for an event. Pacific University hosted a discussion on the stereotypes of Muslims. There was a display and items to check out. They made the newspaper a few times and Hunter-Morton did an interview. The Forest Grove City Library has also had substitute employees for the first time, building bridges with the city, and to hopefully help people understand how their staffing works.

Bell agreed that everyone was impressed with Sonia Sotomayor, noting that she was humble. Bell read the book and found it very interesting. The teen author lecture is coming up next month, featuring Sharon Draper. Bell has been the chair for this event.

REPORTS OF THE STATE LIBRARIAN

Activities Since the Last Meeting

Dahlgreen began her report by reviewing the reports in the board packet, starting on page 21. She encouraged the Board members to look at the Miscellaneous and Correspondence sections, which gives a good picture of what is going on at the State Library. Staff have received many good

compliments. Accountant Renata Pilotto earned us the Gold Star Certificate again this year, from the Chief Financial Office.

The Joint Ways and Means Committee is creating a Legislative work group to modernize the State Library. The group will be staffed by John Borden and Steve Bender from the Legislative Fiscal Office (LFO), as well as the State Archivist, the State Law Librarian, the State Librarian, someone from DAS, and, if they choose, someone from the Oregon Historical Society. LFO is currently identifying people to appoint the work group members. They are looking at the work that has been completed, such as the 2012 workgroup report, the work we did last summer, and the report from Senator Steiner Hayward and Representative Nathanson. They are separating the topics that are mutually agreed upon from those where there was disagreement.

Dahlgreen has received guidance from Borden, indicating that she needs to be very well prepared to speak to the Legislature. Now is the time to be straightforward about what we think the State Library should be doing. Dahlgreen feels that this gives her the opportunity to truly represent the State Library as an equal partner with the Archives and the State of Oregon Law Library. The positions on the legislative workgroup are as follows:

- Two workgroup co-chairs
- House policy committee member
- Senate policy committee member
- State agency and other users of State Archives services member
- State agency and other users of the State Library services member
- Courts and other users of the State Law Library services member
- Local library and citizens use of government resources (print and electronic) member (Current OLA president Penny Hummel has chosen Janet Webster to be the representative, who is very familiar with libraries and related politics)
- Impact on state jobs SEIU member

We have been asked by Barry Pack of DAS which agency uses our services the most, which is Oregon Health Authority (OHA). Dahlgreen sent him this information as well as the names of our GRS Advisory Council members. The workgroup's first meeting may be during legislative days in May, a few days before the meeting of the Emergency Board.

Sarah Miller of DAS has been asked to work with Cover Oregon. Barry Pack has been designated to be the acting Deputy Director. He has asked Matt Shelby, the communications person for the Chief Operating Officer's Office, to staff the work group for DAS.

Dahlgreen has been working very closely with John Borden to prepare for our second year of funding, including preparing to send a letter to the Chief Financial Office. She will communicate that we are fully committed to the workgroup process.

Our Cultural Competency Committee organized a visit to the Grand Ronde Library. A group of our staff was warmly welcomed by librarian Marion Mercier. They were given a tour as well as a

presentation about Grand Ronde culture and history from Bobby Mercier. The visit was reported in *Smoke Signals*, their tribal newspaper. This is a great example of the activities in which the staff members are involved.

The Service Employees International Union (SEIU) sent a survey to our represented staff about their current feelings on the transformation. SEIU members Glen Stolburg (organizer), Len Norwitz (senior political organizer), Alice LaViolette (steward), and Eugene Newbill (local president) shared the results with Dahlgreen at their last meeting. Dahlgreen is sharing the answers with the Board, without the detailed comments. The results included some surprises to the Union, and some surprises to Dahlgreen. It is important to note that most of the staff who took the survey answered that they believe the 41 transition recommendations are on the “mostly right track.” However, no one chose “very much right track.” The biggest concern among staff was “poor leadership/bad decisions.” However, the survey did not make it clear whether the question was referring to the State Library leadership, the union’s leadership, or even legislative leadership.

Dahlgreen was pleased that most people felt that their contributions were “heard and given due consideration.” No one had concerns about retaliation, which is very important. She understands why most staff chose to characterize management’s leadership during the transformation as “moderately ineffective,” since we have been in a difficult position, working with different organizations. Dahlgreen was also reasonably pleased with the “good” and “fair” characterization of morale in specific departments. The question about which department (if any) has been underrepresented in this process indicated that a number of people believe GRS has been underrepresented. Dahlgreen asked the stewards why a question about the union’s role in the process was not included in this survey. Apparently, such a question was supposed to be included, but it did not end up in the final survey. Dahlgreen was glad that people mainly either agreed about moving away from a team-based structure or needed more information.

There were some very good comments given for the question about the three most important things that need to be done to make OSL a 21st century library. Dahlgreen mentioned one comment that really stood out to her, which suggested that perhaps we should think of ourselves as a 21st century state agency that leads other libraries into the 21st century.

Hunter-Morton commented that choosing the option “need more information” is certainly the answer of a library worker, which strengthens her appreciation for library staff.

ALA’s National Library Legislative Day is May 6th in Washington, D.C. Dahlgreen will be attending with OLA members Abigail Elder from Beaverton City Library, Candice Watkins at Clatsop Community College and in-coming president of OLA, Sarah Charlton from Tillamook County Library, Jane Corry at Multnomah County Library who was asked to represent the Children’s Services Division, and Susan Stone, the past president of the Oregon Association of School Libraries. Rondema is scheduling the meetings with the legislators. Dahlgreen will give a report about her trip in June.

Bonebrake and Dahlgreen will be attending a training for small boards and commissions from the Governor's Office of Executive Appointments, who have recently updated their training. An audit by the Secretary of State cited the need for additional training of and reporting by state board and commission chairs, members, and executive directors.

The Emergency Board (E-Board), the group that meets between sessions to make budget decisions, is meeting on May 30th. Dahlgreen said it would be valuable for Bonebrake to be present at the meeting.

Darci Hanning of Library Development has been working with eleven libraries on the Edge Initiative, which provides libraries with the opportunity to look at their technological needs. This initiative is led by the Urban Libraries Council and funded by the Gates Foundation. It will be rolled out nation-wide, beginning with a national sample. They gave us a list of eleven libraries, from very small to very large. Hanning ensured that all eleven libraries completed their reports.

It has been very difficult to find a fiscal agent for Answerland. Dahlgreen had a conversation with Todd Dunkelberg from Deschutes Public Library and Vailey Oehlke from Multnomah County Library. The current fiscal agent, Multnomah County Library, has agreed to be the fiscal agent for one more year. It will be difficult to find a fiscal agent until it is clear how Answerland will be funded. Dahlgreen will be convening a group of people who have fiscal responsibilities to decide how to move forward and discuss a viable model. The cost of Answerland is about \$300,000 a year, which covers two staff members, software, and funding the people who answer the questions after-hours. We need to determine what we can afford and what libraries are willing to pay.

Arlene Weible worked with the State Procurement Office and the Department of Justice to get the contract signed with Gale. We now have our databases for two more years.

Weible and Dahlgreen met with our partner libraries for the Federal Documents Depository Program, which are Oregon State University, Portland State University, and University of Oregon. It was a very valuable discussion.

The Digital Collection Program will take place on Friday morning at the OLA Conference. Also, IMLS (Institute of Museum and Library Services) may be holding a summit on nationwide digitization.

Arlene Weible, Jen Maurer, and Dahlgreen drove to Hermiston two weeks ago. Weible and Dahlgreen went to the Umatilla County Special Library District staff day to give presentations. Maurer went to La Grande to do a training on common core standards for the Oregon Department of Education.

The Oregon Battle of the Books state tournament occurred last Saturday, which was very enjoyable.

Colorado has withdrawn from the Plinkit Collaborative. The remaining states are participating in a pilot project to move to ESP, which is a Plinkit-like product, for only about \$20 per month. The

smallest libraries will be moving to ESP over the next 18 months. Some of the communities need something more robust. A number of libraries will be using their city or county website. The goal is to have Plinkit phased out by July 2015.

Talking Book and Braille Services (TBABS) has a new catalog interface, with the capacity to filter searches. There are a few glitches that we are straightening out.

The spring appeal letters for TBABS will go out today.

We had the volunteer appreciation event this morning. Robin Speer hosted this very successful event.

Harrison and Dahlgreen met with librarians from a number of executive agencies: Department of Transportation (ODOT), the Oregon State Hospital, Department of Geology and Mineral Industries (DOGAMI), and Oregon OSHA. The person from the Department of Forestry was unable to attend, but Dahlgreen will be meeting with them in the near future. The meeting was a great opportunity to begin talking with agency libraries and information centers and to discuss what projects we could be working on together, to support one another. These agencies are very interested in a portal. They also expressed concern about their historical collections. ODOT has their own librarian, whereas the State Hospital has someone who works in the library to connect the agency with state library services, such as document delivery and interlibrary loan. OSHA has a librarian as well. DOGAMI does not have a librarian, but they have many items to digitize. Forestry has hired a part-time librarian.

Harrison and Dahlgreen met with Liz Tice and Bonita Anderson of the Willamette Valley Genealogical Society (WVGS) to ask if they would consider repurposing the reference room and running it as a volunteer operation. Similar to the State Capitol or the museum at the State Hospital, the reference staff could be nearby to provide reference services. Our staff may not need to be at the desk all the time. It would be wonderful if the State Library was one of the stops for students who come to visit the State Capitol in spring. Bonebrake will be meeting with Tice to discuss this further. We have made it clear to WVGS that we value the partnership but can no longer fund it.

Bonebrake asked if there are any SEIU concerns. Dahlgreen clarified that volunteers would not be replacing paid staff, but we would repurpose the room into more of a community space for citizens to use. Another option is closing the room or using it for training.

Government Research Services has begun a pilot project with the Multnomah County Health Department, to allow them to access the technical information that they require to perform their jobs. Because we have contracts with database vendors, we can provide this service on a cost-recovery basis. They now have access to two databases, EBSCO (full-text) and SCOPUS (index). We are currently keeping track of the articles they would want to order, to determine the costs.

Bonebrake asked how this interfaces with the services we have been providing to them. Dahlgreen clarified that we have not been providing services to the Multnomah County Health Department,

as they are not a state agency. One of their employees used to work for the state, so she knew about the State Library's services. They talked to Multnomah County Library and OHSU first, but they were not able to provide access. These research databases are very expensive. Hopefully, other counties will be interested as well.

Hunter-Morton was glad to hear that there is a focus on databases, so employees can do their own research with quality materials.

OPEN FORUM

No one was present to comment.

NEW BUSINESS

Vision Document of the Oregon State Library

Dahlgreen discussed the draft of the Vision Document. Some of the vision items may be goals, rather than higher arching visions. Dahlgreen is asking for endorsement from the Board for using this document as a starting place for the Oregon State Library's vision.

Bonebrake commented that we were working on the strategic plan. However, we keep hearing that our plan needs to be more visionary and include where the State Library is heading in the future. Dahlgreen received advice to be more proactive and visionary. A committee worked to develop this document, so this is supported as a core document going forward.

Hall agreed, and encouraged the other Board members to send in suggestions. Bonebrake contacted Senator Betsy Johnson, who basically said that she needs to see strong, forward-looking leadership in the library.

Hathaway-Marxer commented on Hall's valuable addition of adding language from the Oregon Revised Statutes about libraries.

Hall moved that the Board endorse the spirit and principles laid out in this vision statement. Hathaway-Marxer seconded the motion.

Miao clarified that this is a working document and had a question about the core purpose. The core purpose, "to organize and provide information," strikes him as a purpose from the past. He asked to what end do we organize and provide information. He sees this as a function without a purpose. Miao prefers the State Library's role providing support and funding for innovation in all types of libraries and requiring rigorous evaluation of that innovation; to help other libraries, not just existing as a repository of information or books. Miao doesn't think we are stating a purpose in this statement.

Hall suggested a phrase such as "providing useful information for the people of Oregon."

Miao mentioned that libraries are focusing more on literacy and building the workforce. He wants to know how we will measure this and how will we know when we have achieved it. Miao feels that we may have several, very distinct purposes.

Dahlgreen disagrees, and feels that a core purpose does not change with technology or dealing with new customers. Every person in this library organizes and provides information.

Miao feels that this is a core function, and that the end we achieve is what the purpose should be.

Bell likes keeping the statement open-ended, without specifying what the information is for. But she favors the idea of modernizing the statement to mention different types of information so people will think beyond repository: "...to organize and provide literacy, digital, technical, and printed information."

Bonebrake feels that specifying the types of information is dangerous as well.

Dahlgreen based this statement on Jim Collins' book, *Good to Great*, which suggests that the purpose of a business is to guide and inspire. The core purpose of Disney is to make people happy.

Bonebrake said the point of this statement is to be as accurate, broad, and pure as possible.

Hall suggested that if someone questions the statement, we should show them the legislative findings, which mention that informed citizens are necessary for democracy.

Bonebrake said it forces people to think about what this means and how we provide this. It forces people to think more fundamentally.

Hathaway-Marxer commented on the second sentence, "[t]his has not changed since 1905 and shouldn't..." and felt that the sentence would be better without the word "shouldn't."

Dahlgreen will remove the word "shouldn't" from the core purpose statement.

Miao does not feel that the books provided by TBABS provide information to the patrons, but that they are for enjoyment.

Hathaway-Marxer stated that the sentence does not speak to the joy of reading.

Hunter-Morton said that art is information, as it is a person's whole experience of the world.

Hall suggested that the Board members send thoughts and suggestions to Dahlgreen.

Bonebrake said that we will use this vision document when they go before the E-Board. She believes that being very specific is not a good idea, but she agrees with changing the second sentence to be positive. She encouraged the Board members to adopt this as the vision statement, including the changes.

Dahlgreen commented that we have been trying to explain ourselves using many words and it has not worked. We need something that says what we do. We have functions, goals, objectives, etc.

She is concerned that if we keep adding words, we will find ourselves in the same situation. She believes that a core purpose is short and to the point, stating what we were put on this earth to do.

Bonebrake and Hall agree. Hall restated his motion for the Board to endorse this vision statement.

The motion passed with one objection from Miao.

2015-17 Budget Development Process

Range reviewed the budget process with the Board, discussing three different timelines of important events: Legislative Concepts, Key Performance Measures, and Budget Development.

Legislative concepts for agencies involve creating a bill in order to make any statutory changes. The timeline shows the dates by which we would need to submit drafts to the Chief Financial Officer's (CFO) Office. They provide information back to us. In July, we would submit placeholder language to them. The final day to request revisions is October 10th. On December 12th, the bills need to be filed with the Governor's approval.

Dahlgreen clarified that this is a different timeline than bills that come from the Legislative Workgroup.

Key Performance Measures (KPMs) run in tandem with the budget process. During our budget hearing, we will talk about our key performance measures and make changes. There are a number of performance measures that we may want to continue to track internally to help us tell our story. But these might not necessarily be ideal for key performance measures that we report to the Legislature.

At the end of April, we need to submit our request for changes to our key performance measures. The Department of Administrative Services (DAS) and the Legislative Fiscal Office (LFO) will provide us with feedback. These measures may need to change depending on the results of the Legislative work group.

Miao asked how we know what key performance measures to continue or request if we don't yet know what the State Library will be doing.

Range commented that we have some idea as to what the State Library will continue to do and what we will change, such as Plinkit or the Ready to Read grant program. We also have a report from a few years ago about key performance measures from a Willamette University graduate student, which focuses more on outcomes rather than outputs. We are hopeful that our key performance measures will conform to this model.

Range spoke with our Legislative Fiscal Analyst, John Borden, who said that now is a good time to suggest changes to our KPMs. We will submit our proposal to eliminate the KPMs we think are no longer useful, and to add or maintain those that are important to us, explaining our reasoning. Managers have been asked to come up with the changes and numbers for the new key performance measures. Once we submit these, there will be an opportunity to work with CFO and

LFO to make sure their questions are answered. This will be officially submitted with our agency request budget, which will go through the Governor and then the Legislature.

The final process involves entering the actual numbers into the system. The current service level is our current budget plus inflation.

Bonebrake had a concern that someone could claim that we haven't responded to the recommended changes, because our budget does not reflect any changes. But this is normal for agencies, as we are just following the process. On one side of the budget, we will be moving forward as if nothing is changing. But on the other side, we are aware that there will be changes as a result of the Legislative committee.

Hathaway-Marxer asked if the budget reflects our inability to fill our two current vacancies. This budget just includes the numbers. The Board budget committee will determine what we need to ask for in our budget.

The only two policy option packages we are considering this time are Reimaging Ready to Read and moving the TBABS State Library Specialist 1 position from donation funds to general fund. Agencies are allowed to ask for their current amount plus 20%.

This process will include the program funding teams, similar to last year, but the membership will not be made from the general public. They plan to get people working in agencies to work together.

Hall volunteered to be the chair of the Board Budget Committee. The committee consists of Hall, Bonebrake, Hathaway-Marxer, and Bell. **Hathaway-Marxer moved to have staff representation from each team on the Committee. Hunter-Morton seconded. The motion passed unanimously.**

Transfer of the Oregon Center for the Book to Oregon Humanities

We have been in discussion with Oregon Humanities, who have expressed interest in Oregon Center for the Book. They are still talking with their Board about this.

Oregon Poetry Association is working with Special Collections at the University of Oregon about moving the poetry collection.

Recommendation from Reimagining Ready to Read Task Force

The Board packet contains the proposed changes to the Ready to Read Program, which Katie Anderson of Library Development presented. Westin gave credit to Anderson for bringing together a group of 12 people in three months and developing these recommendations. Some of the highlights include increasing the age limit to 17, developing school-age projects, creating two or three preset outcomes for libraries, increasing minimum grant amount from \$1,000 to \$1,200, and changing the name of the grant.

Anderson explained that they sent out a rough draft of these changes to the library community, including library directors and key stakeholders. They collected their feedback via survey. The committee then made another round of changes to produce this draft.

In the packet are the new grant application guidelines. We are trying to be more mindful of the monies. Therefore, we are requesting an annual report before giving out the money. Anderson went through page 63 and brought up questions about what the statute would look like after these changes.

Hunter-Morton commented that the idea of funding early literacy has been a very persuasive argument, and she was concerned that the age increase might make it harder to convince legislators and funders to support this program.

Anderson said the committee discussed this. Libraries still have the option of putting all their money toward early literacy. Research shows that one third of the achievement gap is caused by unequal access to early learning opportunities, and two-thirds is caused by unequal access to out-of-school time programs. The effects of out-of-school time are beginning to gain national recognition.

Bonebrake added that numerous foundations are focusing on a wider range of ages to cover children after school.

Hall commented that these changes are beneficial because school librarians are no longer a usable resource. The library can help older kids outside of school.

The Legislature did not approve the age increase in the past, but Westin said we did not have a complete plan to present to them. Westin feels more comfortable with these recommendations because the school-age projects will allow libraries to address the higher age.

Hall mentioned that Anderson and the entire group were amazing. Bonebrake commended the group and the incredible work they accomplished.

Dahlgreen said that there is some concern, especially among the smaller, rural libraries, about the reporting requirements and having to focus on outcomes. So Anderson has been doing a Ready to Read Road Show by visiting various libraries to chat about the program.

Since we anticipated this concern, we have been practicing with the current Ready to Read grant program. Anderson has conducted outcome-based evaluation training, she has created her own Ready to Read-specific training, and we will continue to do trainings. With the two or three specific outcomes that are being requested, it will be easier for Anderson to provide support to the libraries.

Anderson explained that at the end of the year, after the libraries have implemented their projects, they fill out a report, including questions about whether or not they have met the three outcomes. The governor's 40-40-20 goals focus on the underserved kids, who are suffering the most from the achievement gap. One of the questions in the report asks which group of underserved kids the

library serve will serve, what organization it will partner with to reach them, and what activity the library will do to engage these children. This will allow us to align with the state level education goals. The committee also agreed to classify those who read below grade level as underserved.

Hall moved to approve the recommendation from the Reimagining Ready to Read Task Force. Miao seconded. Miao asked about the phrase “a love of literacy.” There was a lot of debate within the committee whether or not to define “literacy.” **The motion passed unanimously.**

The Board discussed the name change. Bell and Hunter-Morton liked *Readers to Leaders*. Bonebrake liked that it speaks to older kids. Hathaway-Marxer had a concern about the term “leaders.”

Westin reminded the Board that this is the name that the Legislators will see. Dahlgreen clarified that the teenagers will not see this name.

Reading for Success was discussed as a very good name, as everyone wants their kids to be successful.

Hall moved to change the name to *Reading for Success*. Hathaway-Marxer seconded. The motion passed with two oppositions from Bell and Hunter-Morton.

Dahlgreen commented that we are the luckiest state library in the United States to have Anderson as Youth Services Librarian, as she is phenomenal. Bonebrake expressed her thanks and talked about how successful this project has been.

PLANS FOR NEXT MEETING

The next Board meeting is scheduled for Friday, June 20th at the Monroe Community Library in Benton County, which opened last year. Board members can stay in Corvallis.

Remaining 2014 Board meetings:

- June 20th at the Monroe Community Library in Benton County
- August 15th at the Driftwood Public Library in Lincoln City
- October 17th in the Oregon State Library in Salem
- December 11th and 12th at the University of Portland

The meeting adjourned at 4:27 p.m.

ACTION ITEMS

- Dahlgreen will adjust the wording in the core purpose statement in the vision document to make it positive.



Oregon

John A. Kitzhaber, MD, Governor

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State Library Board Executive Committee
Aletha Bonebrake, Chair
May 29, 2014
1:00 – 2:00 p.m.

Board members present: Bonebrake, Hall, Hathaway-Marxer (by phone)
Staff members present: Dahlgreen

Report of the State Librarian

Dahlgreen and Bonebrake provided a report on the Emergency Board Subcommittee on General Government hearing that morning. The Subcommittee recommended reinstatement of the second year of 2013-2015 OSL funding. The full Emergency Board will meet on May 30, 2014 from 8:30 to 10:00 a.m. for a final vote. The Legislative Work Group has not met and we anticipate more information on that after the Emergency Board meeting is over.

Approval of the Board Agenda for the June 20, 2014 Board meeting

Dahlgreen presented a draft of the Board agenda for the approval of the Executive Committee.

The group discussed creating a strategic plan for OSL and Bonebrake suggested that we hire a consultant for a professional, credible product. Strategic plan was added to the agenda of the June 20, 2014 Board meeting. Dahlgreen will provide background information for the discussion at that meeting.

After discussion, the Board approved the agenda for June 20, 2014.

Other Business

There was no other business.

Meeting was adjourned at 2:10 p.m.

REPORTS OF STATE LIBRARIAN AND STAFF

**OREGON STATE LIBRARY
2013-15 BIENNIUM BUDGET REPORT**

Report Month	April, 2014						
Target Percentage	83.33%						
Budget Object Title	Budget	Current Month Expenditures	Expenditures Biennium to Date	Remaining Budget	%Spent BTD	Average Spend per month to Date	Average Remaining to Spend
PERSONAL SERVICES	\$ 3,054,934	\$ 246,313	\$ 2,485,806	\$ 569,128	81.37%	\$ 310,726	\$ 142,282
SERVICES & SUPPIES	\$ 1,639,541	\$ 116,384	\$ 1,547,080	\$ 92,461	94.36%	\$ 193,385	\$ 23,115
CAPITAL OUTLAY	\$ 10,706	\$ -	\$ -	\$ 10,706	0.00%	\$ -	\$ 2,677
SPECIAL PAYMENTS	\$ 2,124,410	\$ 112,579	\$ 1,704,874	\$ 419,536	80.25%	\$ 213,109	\$ 104,884
TOTAL	\$ 6,829,591	\$ 475,276	\$ 5,737,760	\$ 1,091,831	84.01%	\$ 717,220	\$ 272,958

Monday, June 02, 2014

**OREGON STATE LIBRARY
2013-15 BIENNIUM BUDGET REPORT**

Report Month		April, 2014						
Target Percentage		83.33%						
Division Name	Budget Object Title	Budget	Current Month Expenditures	Expenditures Biennium to Date	Remaining Budget	% Spent BTD	Average Spent per Month to Date	Average Remaining to Spend
Library Administrative Services	PERSONAL SERVICES	\$ 429,299	\$ 38,822	\$ 381,344	\$ 47,955	88.83%	\$ 47,668	\$ 11,989
	SERVICES AND SUPPLIES	\$ 56,654	\$ 7,764	\$ 64,105	\$ (7,451)	113.15%	\$ 8,013	\$ (1,863)
	CAPITAL OUTLAY	\$ 1,171	\$ -	\$ -	\$ 1,171	0.00%	\$ -	\$ 293
	Total	\$ 487,124	\$ 46,586	\$ 445,449	\$ 41,675	91.44%	\$ 55,681	\$ 10,419
Library Development	PERSONAL SERVICES	\$ 491,836	\$ 48,650	\$ 481,246	\$ 10,590	97.85%	\$ 60,156	\$ 2,648
	SERVICES AND SUPPLIES	\$ 734,619	\$ 23,587	\$ 744,709	\$ (10,090)	101.37%	\$ 93,089	\$ (2,523)
	SPECIAL PAYMENTS	\$ 2,124,410	\$ 112,579	\$ 1,704,874	\$ 419,536	80.25%	\$ 213,109	\$ 104,884
	Total	\$ 3,350,865	\$ 184,816	\$ 2,930,829	\$ 420,036	87.46%	\$ 366,354	\$ 105,009
Talking Book and Braille Services	PERSONAL SERVICES	\$ 567,433	\$ 42,795	\$ 422,084	\$ 145,349	74.38%	\$ 52,761	\$ 36,337
	SERVICES AND SUPPLIES	\$ 247,171	\$ 28,532	\$ 161,376	\$ 85,795	65.29%	\$ 20,172	\$ 21,449
	CAPITAL OUTLAY	\$ 4,189	\$ -	\$ -	\$ 4,189	0.00%	\$ -	\$ 1,047
	Total	\$ 818,793	\$ 71,327	\$ 583,460	\$ 235,333	71.26%	\$ 72,933	\$ 58,833
Government Research Services	PERSONAL SERVICES	\$ 1,566,366	\$ 116,046	\$ 1,201,132	\$ 365,234	76.68%	\$ 150,142	\$ 91,309
	SERVICES AND SUPPLIES	\$ 601,097	\$ 56,501	\$ 576,890	\$ 24,207	95.97%	\$ 72,111	\$ 6,052
	CAPITAL OUTLAY	\$ 5,346	\$ -	\$ -	\$ 5,346	0.00%	\$ -	\$ 1,337
	Total	\$ 2,172,809	\$ 172,547	\$ 1,778,022	\$ 394,787	81.83%	\$ 222,253	\$ 98,697
Total		\$ 6,829,591	\$ 475,276	\$ 5,737,760	\$ 1,091,831	84.01%	\$ 717,220	\$ 272,958

Monday, June 02, 2014

**OREGON STATE LIBRARY
2013-15 BIENNIUM BUDGET REPORT**

		Report Month	April, 2014							
		Target Percentage	83.33%							
Program Code	Program Code Title	Budget Object Title		Current Month Expenditures	Expenditures Biennium to Date	Remaining Budget	% Spent BTD	Average Spent per Month to Date	Average Remaining to spend	
1200	OSL BOARD	PERSONAL SERVICES	\$ 1,900	\$ 98	\$ 591	\$ 1,309	31.11%	\$ 74	\$ 327	
		SERVICES AND SUPPLIES	\$10,854	\$ 1,915	\$ 9,225	\$ 1,629	84.99%	\$ 1,153	\$ 407	
		Total	\$12,754	\$ 2,013	\$ 9,816	\$ 2,938	76.96%	\$ 1,227	\$ 735	

Monday, June 02, 2014

**OREGON STATE LIBRARY
2013-15 BIENNIUM BUDGET REPORT**

Agency Title Report Date		OREGON STATE LIBRARY 5/30/2013	OREGON STATE LIBRARY 6/2/2014	OREGON STATE LIBRARY 6/2013 to 6/2014
Accounts	Account Title	Cash Balance	Cash Balance	12 Month Change
TBABS ENDOWMENT FUND INTEREST	CASH ON DEPOSIT WITH TREASURER 0300	\$ 31,642.55	\$ 28,584.79	\$ (3,057.76)
TBABS ENDOWMENT FUND	CASH ON DEPOSIT WITH TREASURER 0301	\$ 1,106,921.20	\$ 1,402,585.03	\$ 295,663.83
LONG FUND - NON EXPENDABLE	CASH ON DEPOSIT WITH TREASURER 0302	\$ 1,000.00	\$ 1,000.00	\$ -
MOSES FUND - NON EXPENDABLE	CASH ON DEPOSIT WITH TREASURER 0303	\$ 6,000.00	\$ 6,000.00	\$ -
LONG FUND - EXPENDABLE	CASH ON DEPOSIT WITH TREASURER 0306	\$ 26.23	\$ 31.74	\$ 5.51
MOSES FUND - EXPENDABLE	CASH ON DEPOSIT WITH TREASURER 0307	\$ 8,379.89	\$ 8,154.71	\$ (225.18)
TBABS DONATION FUND	CASH ON DEPOSIT WITH TREASURER 0308	\$ 170,216.82	\$ 134,310.10	\$ (35,906.72)
DATABASE LICENSING RESERVE	CASH ON DEPOSIT WITH TREASURER 0321	\$ 40,019.19	\$ 40,235.37	\$ 216.18
TOTAL		\$ 1,364,205.88	\$ 1,620,901.74	\$ 256,695.86

Monday, June 02, 2014

OREGON STATE LIBRARY QUARTERLY PERFORMANCE REPORT

Quarter: January – March, 2014

	<i>Total This Quarter</i>	<i>Total 13-15 to Date</i>	<i>Total 11-13 to Date</i>	<i>Variance to Date</i>	<i>% Variance to Date</i>
<i>Library Development Services</i>					
Average daily visits to OSLIS	3,509	2,519	1,879	640	34.1%
Average daily visits to LSTA-funded databases	18,713	13,225	13,107	118	0.9%
Average daily visits to L-net	104	96	94	2	2.6%
Average daily visits to Plinkit websites	4,717	7,425	5,361	2,064	38.5%

Talking Book and Braille Services

Registered individuals*	5,098	5,098	5,328	-230	-4.3%
Registered institutions*	383	383	322	61	18.9%
Items circulated	105,617	316,479	320,141	-3,662	-1.1%
Percentage of circulated items that are digital cartridges	78%	78%	71%	7%	9.9%
Percentage of circulated items downloaded from BARD	21%	20%	16%	4%	25.0%
Volumes added	4,713	14,307	16,406	-2,099	-12.8%
Volunteer hours	441	1,001	1,332	-331	-24.8%

**Figure represents total on the last day of the quarter.*

Government Research Services

Research transactions for state government employees	2,129	6,226	7,078	-852	-12.0%
Contacts with state government employees	139,994	423,731	373,570	50,161	13.4%
Percentage of state employees registered for State Employee Information Center*	25%	25%	24%	1%	4.2%
Average daily visits to Oregon.gov search box	3,966	3,702	4,390	-688	-15.7%
Mailing list subscribers*	733,846	733,846	667,823	66,023	9.9%
Outreach and training presentations to state agencies	8	24	35	-11	-31.4%
Oregon documents archived	3,252	8,444	10,321	-1,877	-18.2%
Volunteer hours	844	2,695	3,308	-613	-18.5%

**Figure represents total on the last day of the quarter.*

NEW BUSINESS

Agenda Item

GRS Advisory Council Appointments

Background and Summary

The Board shall appoint a (not more than) nine member GRS Advisory Council to provide counsel on issues relating to Government Research Services. Members will be employees of state agencies that pay an assessment to OSL. The State Librarian shall suggest nominees for vacant positions on the GRS Advisory Council. Recommendations made by the GRS Advisory Council are advisory only, and are not binding on the Board.

The following are the current members of the Advisory Council:

- Julie Yamaka (Secretary of State Archives)
- Julie Curtis (State Lands)
- Julie Osborne (Parks)
- Dan Postrel (Forestry)

Recommendation of the State Librarian

The State Librarian recommends appointment of the following to the GRS Advisory Council:

- Julie Shepard, Staff Librarian, Oregon State Hospital Education and Development (OHA – OSH)
- Robin Brandt, Policy Analyst, Oregon Vocational Rehabilitation Services Department (DHS)
- Jan McCoy, Education Specialist, Instruction, Standards, Assessment, and Accountability (ODE)
- Nathan Rix, Strategic Initiatives Project Manager, Office of the Chief Operating Officer (DAS)
- Daniel Pettit, Archaeologist (ODOT)

Agenda Item

Recommendations of the Library Services and Technology Act (LSTA) Advisory Council

Background and Summary

The LSTA Advisory Council met May 8 and 9, 2014 and developed the following recommendations to the State Library Board relating to the LSTA Grant program.

Attachment #1 provides an overview of the LSTA budget in 2013 and 2014 and projects a tentative budget plan for 2015.

Attachment #2 is a summary of the LSTA Advisory Council recommendations about grant proposals. Extending Services grants are for FFY2014 funds and will begin on July 1, 2014 if the Board wishes to fund them.

Attachment #3 is a proposal to change from a two step grant process to a one step process.

Attachment #4 is a proposal to allocated \$50,000 to an Orbis Cascade Alliance subsidy for academic libraries to participate in their group subscription.

Recommendations of the LSTA Advisory Council***1) FFY2014 LSTA Brief Project Proposals Invited to Submit Full Proposals***

Libraries and cultural organizations submitted five returning and 16 new competitive proposals totaling \$974,680. The LSTA Advisory Council reviewed and discussed all the proposals at its meeting, then scored them according to evaluation criteria. Scores were an aid to a discussion of LSTA Five-Year Plan priorities and which proposals to invite for full grant applications. The Council recommends inviting the five returning and nine new proposals to be fully developed for review in the Fall. See Attachment #2.

2) FFY2013 Funding Extending Services to the Unserved Proposals

The Council considered three proposals for the Serving the Unserved grant program started by the Board five years ago. The Astoria and Seaside project asked for the second year of an additional two years of funding. The Council recommends funding this proposal as the project has expanded its goal and is working very well with county organizations to encourage strong partnerships on behalf of services to all children in Clatsop County. The Council also recommends funding the third and final year of the St. Helens proposal. The third proposal was from the Scappoose Public Library. This would be year one of a three year proposal. The Council reviewed the proposal and is not recommending funding of this proposal. See Attachment #2.

3) *Change to LSTA grant cycle*

Currently the LSTA grant cycle is a two-step process. Step one is the submission and review of the brief proposals. Step two is the review of the brief proposals that were invited to submit a full proposal and funding of approved full proposals. Under the current method there leaves little to no time for the Council to review the evaluations of the projects already completed and make recommendations for the next grant cycle and there is a long time lag between when funding decisions are made and when funding becomes available. The Council is requesting the Board permission to explore moving to a one-step process. If approved, the few members of the LSTA Council have volunteered to determine the process and procedures of the new grant cycle. See Attachment # 3.

4) *Ebsco/Orbis Cascade Proposal*

With the contract with Gale/Cengage now completed, OSL realized an approximate \$50,000 in savings from the previous statewide database contract. As directed by the OSL Board the Statewide Database Licensing Advisory Council has been exploring options to apply these savings to a product of interest to the academic library community. After discussions with Orbis Cascade, the SDLAC made a recommendation to the LSTA Council to apply the \$50,000 in savings to subsidize the group purchase of Ebsco's Academic Search Premier. LSTA Council approved this recommendation. See Attachment #4.

Recommendation of the State Librarian

The State Librarian concurs with the recommendations of the LSTA Advisory Council.

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Attachment #1

2013 Budget and Budget Plan for FFY 2014 and 2014

	Federal Fiscal	<i>Estimate</i>	<i>Estimate</i>	<i>Estimate</i>
	Year	2013	2014	2015
Total LSTA Award		\$2,080,092	\$2,150,954	\$2,150,954
LSTA Carry Forward			\$0	\$0
Total Available		\$2,080,092	\$2,150,954	\$2,150,954
<i>PROJECT</i>		<i>Estimated Expenditures</i>	<i>Estimated Expenditures</i>	<i>Estimated Expenditures</i>
Competitive Grant Awards		\$494,364	\$484,957	\$974,680
LSTA Administration (4% of total allotment)		\$83,204	\$86,038	\$86,038
LSTA Five Year Plan Evaluation/Development		\$0	\$0	\$0
Continuing Education				
OLA MLS Scholarship		\$24,978	\$0	\$0
Library Science Collection		\$13,000	\$13,000	\$13,000
Statistics				
OEM School Library Analysis and Report		\$19,000	\$19,000	\$19,000
Bibliostat Collection Tool		\$5,000	\$5,000	\$5,000
Public Library Statistics Gathering and Reporting		\$55,000	\$50,000	\$50,000
Youth Services				
Statewide Summer Reading Program		\$3,400	\$3,500	\$3,500
Consulting		\$81,000	\$92,000	\$92,000
Focus on Children and Young Adults Institute		\$15,000	\$0	\$10,000
Oregon Center for the Book		\$20,000	\$0	\$0
OSLIS				
OASL Contract		\$30,000	\$30,000	\$30,000
School Library Consulting		\$71,000	\$65,000	\$65,000
Technical support and development		\$25,000	\$25,000	\$25,000
PLINKIT				
Oregon		\$66,000	\$66,000	\$10,000
National Collaborative		\$8,000	\$8,000	\$8,000
Technology Development Consulting		\$10,000	\$10,000	\$66,000
E-Reference Service (Answerland)		\$294,500	\$294,500	\$294,500
Statewide Database Licensing				
Gale Database		\$394,000	\$350,000	\$350,000
Orbis Cascade			\$50,000	\$50,000
Learning Express		\$139,308	\$147,094	\$150,000
Oregon Encyclopedia		\$20,000	\$0	\$0

Program and Operations	\$20,000	\$63,000	\$63,000
Sage Library System Courier Support	\$63,600	\$76,320	\$47,000
Extend Services to the Unserved	\$152,380	\$215,857	\$48,826
Libraries of Oregon	\$5,000	\$1,000	\$1,000
Oregon Battle of the Books/OASL	\$10,000	\$10,000	\$10,000
TOTAL	\$2,122,734	\$2,165,266	\$2,471,544
Balance	-\$42,642	-\$14,312	-\$320,590

LSTA Council Recommendations to the Oregon State Library Board of Trustees

Attachment #2

FFY2015 LSTA Proposals Recommended to Invite for Full Grant Proposal					
Proposal Number	Applicant	Proposal Title	FFY 2015 Funds requested	Average Score*	Do Not Invite
Returning Proposals					
15-1-HOO	Hood River County Library District	<i>Odell Outreach: Reaching Out to Hood River County's Adult Spanish Speakers. Year 2</i>	\$24,118	n/a	
15-1-R2L	Ready to Learn Coalition	<i>Project Ready to Learn, Year 3</i>	\$206,489	n/a	
15-2-LIN	Linn Library Consortium	<i>Linn County Cooperative Libraries, year 2</i>	\$28,000	n/a	
15-2-SAG	Sage Library System	<i>A Clean Slate: Increasing Cataloging Capacity in the Sage Library System</i>	\$43,985	n/a	
15-4-JOS	Josephine Community Libraries, Inc.	<i>Expanding Opportunities Program Year 3</i>	\$75,313	n/a	
		Subtotal	\$377,905		
New Proposals Recommended to Invite to Submit a Full Proposal					
15-1-RPN	OSU Libraries & Press	Reading the Pacific Northwest	\$31,588	18.56	0
15-2-DOG	Oregon Department of Geology and Mineral Industries (DOGAMI)	Historic Mining and Minerals Records	\$39,820	17.56	4
15-4-BCL	Baker County Library	Baker County Pre-K Links	\$27,900	16.67	1
15-2-OHU	Oregon Health & Sciences University Library	Public Health in Oregon: Accessing Historical Data for Scientific Discovery	\$30,760	16.56	2
15-2-UON	University of Oregon	Next Generation Newspaper Preservation	\$106,000	16.56	1
15-3-MCL	Multnomah County Library	Evaluating Listos Para El Kinder	\$29,576	16.11	3
15-1-HCL	Harney County Library	COOL! (Connecting Our Own Libraries)	\$71,700	15.89	1
15-2-UOD	University of Oregon	Digital Potlatch: Mukurtu and Oregon Tribal Heritage	\$24,382	15.33	2
15-5-IPR	Independent Publishing Resource Center	Zine Programming Toolkit & Zine Collection Loan	\$6,800	15.33	1
		Subtotal	\$368,526		
		Total of FFY2015 Competitive Requests	\$746,431		

*possible total of 25 points

Proposal Number	Applicant	Proposal Title	FFY 2015 Funds requested	Average Score*	Do Not Invite
New Proposals Recommended to Not Invite to Submit a Full Proposal					
15-2-REE	Reed Institute d.b.a. Reed College	Expanding Access to a Notable Collection of Artist Books at Reed College	\$30,022	13.89	5
15-3-BEA	Beaverton City Library	Future Forward: Jumpstarting Staff Learning at Beaverton City Library	\$25,280	13.78	4
15-2-OCO	Oregon College of Oriental Medicine Library	Enhancing Access to Quality Acupuncture Research	\$33,665	12.89	7
15-2-GEO	Oregon State University Libraries & Press	Oregon Explorer GeoSpotlight	\$58,300	12.56	6
15-2-PSU	Portland State University	Street Roots Digitization and Preservation Project	\$13,216	12.33	7
15-4-NPC	North Powder Charter School	Library Enhancement Project	\$28,326	11.78	7
15-4-OLA	OLA Instruction Roundtable/ILAGO - Information Literacy Group of Oregon	Information Literacy for College Ready Oregonians	\$39,440	10.11	7
	<i>*possible total of 25 points</i>	Subtotal	\$596,775		
Extending Service to the Unserved Recommended for Funding			FFY2014 Funds	Average Score**	Do Not Invite
14-30-1p	Seaside Public Library, Astoria Public Library & Warrenton Community Library	Libraries ROCC! (Reading Outreach in Clatsop County) Phase 2, Year 2	\$100,580	8.33	
14-32-1p	St. Helens Public Library	<i>Come to the Library: Serving Unserved Families in the St. Helens School District, Year 3</i>	\$59,665	6.67	
		Subtotal	\$160,245		
Extending Service to the Unserved Not Recommended for Funding					
14-31-1p	Scappoose Public Library District	<i>Discover the Library: extending service to the unserved</i>	\$55,612	5.89	

** possible total of 10 points

Transformation of the Current LSTA Processes

Starting with the 2013-2017 Oregon State Library LSTA Five Year Plan, the State Library began requiring outcome-based evaluation for LSTA grants. At the December 19, 2013 the OSL Board of Trustees met with representatives from the LSTA Council, the principle of using the evaluation from grants to inform the LSTA grant guidelines was discussed. Those evaluations should then shape the goals and activities of future grants.

In the years since 1998 when the LSTA program started, the philosophy behind the competitive grant program has changed. In the early days, LSTA looked similar to its predecessor, the Library Services and Construction Act (LSCA), which was heavily focused on public libraries. LSTA is now inclusive of all types of non-profit libraries. Under LSCA, the thought was that any size of public library should be able to apply for a grant, hence the evolution of the two-step grant process. The two step grant process easily allowed for feedback and coaching for developing an initial idea. In 2014, the landscape of applicants has changed considerably from one of only public libraries. Grants from academic or other libraries account for about 38% of grants, the rest of the grantees being larger libraries either for themselves or in a partnership with smaller libraries.

Given the changing nature of grantees, and desire to use evaluations to inform the process, the Council wishes to explore alterations in the grant making process to try to shorten the time between the start of the grant process and the evaluation.

Basic ideas include:

- Create a one-step grant process that puts the funding decision closer to potential start date.
- Use the May LSTA Council meeting to discuss evaluations and fold them into grant guidelines.
- Plan for optional draft review (online) by staff or Council members.
- Online grant submission (dependent on e-signature policy).
- Possible alternating focus on LSTA Five-Year Plan priorities.

Shape of a one-step grant process

May 2015 – Council finalizes grant guidelines for FFY16
June 2015 – Voluntary grant draft review (online)
Nov. 2015 – LSTA Council makes recommendations for FFY16 funding to Board
December 2015 – Board awards FFY16 grants
Feb. 1, 2016 – Grants start
Jan. 31, 2017 – Grants end
June 30, 2017 – Deadline of extensions

Ebsco/Orbis Cascade Proposal

Background

With the contract with Gale/Cengage Learning now finalized, OSL will have approximately \$50,000 in savings for the SDLP in FY2015. As directed by the OSL Board, the SDLAC has been exploring options to apply this savings to an online encyclopedia product for the K-12 community and to a product of interest to the academic library community.

Of the 50 academic libraries that participate in the SDLP, 31 (62%) currently purchase Ebsco's Academic Search Premier through an Orbis Cascade Alliance group subscription. Based on Orbis Cascade's estimates for the upcoming year's renewal costs, an OSL contribution of \$50,000 toward this group subscription would lower all the participating libraries' costs by 9%.

We would offer the remaining SDLP academic participants the opportunity to participate in the group subscription, although we anticipate that not all of them would be able to participate, even at the subsidized rate. If only a few participate, it should still result in an average savings of 7-9% per library. Our intention would be to continue with an annual subsidy to this program as long as we have money to contribute.

At the same time, we have pursued discussions with the Oregon Dept. of Education (ODE) about partnering on a statewide subscription to an online encyclopedia product for the K-12 community. While those discussions continue, it is clear that there could not be a definite commitment from ODE until their 2015/2017 budget request was approved, which won't happen until next year's legislative session.

Also, the initial information gathered for the costs for a statewide contract for Worldbook or Britannica Online is well above the amount of \$50,000, making it impossible to consider this option without a partnership in the upcoming FY. Since ODE cannot participate until FY2016 at the earliest, we would be unable to act on any kind of procurement for an online encyclopedia until the next fiscal year.

Libraries participating in the Orbis Cascade group subscription will be making renewal decisions in June 2014, so we would need to communicate our intention by that time. We need the endorsement of LSTA Council and the OSL Board at their upcoming May and June meetings to meet this deadline.

Proposal

SDLAC recommends that the \$50,000 in savings in the SDLP budget for FY 2015 be allocated to an Orbis Cascade Alliance subsidy for academic libraries to participate in their group subscription. After pursuing further negotiations with the Oregon Dept. of Education, the SDLAC will make recommendations for an allocation of SDLP funds that will include both an online encyclopedia product and a subsidy for the academic libraries in the next fiscal year.

Agenda Item

Recommendations of the TBABS Advisory Council

Background and Summary

The Talking Book and Braille Services Advisory Council met at the State Library on May 21, 2014 and adopted the following recommendation to the State Library Board.

The TBABS Advisory Council considered and endorsed an Annual Donation Expenditure Plan for 2014-2015 based on the following:

- A policy package was submitted as part of the 2013-15 Agency Request Budget to support core services including fund shifting a position and critical systems back to General Fund. The policy package was not included in the Governor's Balance Budget nor included in the Legislative Joint Ways and Means recommendation to the House and Senate.
- During the 2009-2011 biennium, the State Library Specialist 1 position was funded with the interest from the endowment fund. At the close of the 2009-2011 biennium there wasn't sufficient monies in endowment fund to support the position for another biennium; therefore, the position for the 2011-13 biennium has been funded by donation funds. The authorization for the SLS1 position is in the Governor's Balanced Budget, but there is no general fund support.

The State Library Specialist 1 and the shortfall in services and supplies were funded by the donation funds for the 2011-2013 biennium. Attached is the 2014-15 Donation Expenditure Plan and Expenditure Fund Cash Flow Analysis for 2011-2016 that the staff has proposed to cover the SLS1 position for the remainder of this biennium.

According to the TBABS Fund Development policy (see attachment) monies from the expendable fund have been designated for program enhancements, promotion and solicitation costs. The Plan, as proposed, would continue to deviate from this policy by providing donation fund support for the core TBABS program.

In addition to covering salary costs, the Plan includes funding for the League of Women Voters' Guide, the large print calendar, and outreach.

Recommendation of the State Librarian

The State Librarian supports the recommendations of the TBABS Advisory Council.

Talking Book & Braille Services Annual Donation Expenditure Plan for Program Enhancements and Solicitation July 1, 2014 to June 30, 2015

This plan proposes expenditures from TBABS donation funds accumulated from solicitations, that is, donations TBABS requested, and designated as available for spending on enhancement projects and core services. Part of the Volunteer/Fund Development Coordinator is funded with donation funds, and is not included in this plan which covers only discretionary expenditures.

The Talking Book and Braille Library Endowment Fund policy requires that other donations such as undesignated bequests, trusts, annuities and memorials or commemorative gifts received that are not requested or designated are credited to the TBABS Library Endowment Fund.

The grand total of requests is listed first followed by numbered categories that are subtotaled. Individual expenditure amounts follow in each subtotal category. The first column is 2013-14 budgeted expenditures and the second column is 2014-15 budgeted expenditures.

	Grand total \$99,900	
2013-14 total \$132,800		
1. Customer Service Enhancements	\$29,500	\$31,500
a. Large print calendar	\$13,500	\$13,000
Continue the printing and distribution of the large print 12 month calendars for the program's customers.		
b. Oregon Talking Book Project	\$5,000	\$5,000
This would provide professional digital recording and narration to enhance the Oregon Collection. We will continue working with the New Mexico State Library and the Idaho State Library on this project, using their facilities and narrators. This will cover the cost of recording one Oregon book.		
c. NFB-NEWSLINE	\$11,000	\$11,000
NFB-NEWSLINE is a service offered by the National Federation for the Blind that allows blind and low vision people to call on the telephone and access over 200 newspapers across America. The Oregonian, Eugene Register Guard, Statesman Journal and AP of Oregon are part of the service.		

d. League of Women Voter's Guide **\$2,500**

In partnership with the Oregon League of Women, provide the Non-partisan League of Women Voter's Guide in cartridge, CD, large print and Braille to TBABS patrons.

2. Solicitation Costs **\$13,500** **\$13,500**

a. Printed Materials for direct mail **\$6,000** **\$7,000**

We send two direct mail solicitations out every year. This budget item covers letterhead, envelopes, postage and mailing services for these.

b. Sage Database **\$1,500** **\$1,500**

Continue the annual maintenance agreement to assure that we have the technical support and regular updates for the software.

c. Student Worker **\$6,000** **\$5,000**

Continuation of the part-time student worker to handle data and gift entry and other administrative tasks.

3. Outreach to new patrons **\$5,000** **\$5,000**

a. Outreach **\$5,000** **\$5,000**

This pays for costs associated with participation in public outreach events such as conferences and supporting materials.

4. Volunteer Expenses **\$3,000** **\$2,000**

TBABS is highly dependent on volunteer assistance. The fees in this category pay for direct expenses related to the volunteer program as well as events to recognize and motivate volunteers.

a. Parking **\$2,000** **\$1,500**

Parking key cards, parking space rental and bus passes for TBABS volunteers

b. Recognition events **\$1,000** **\$ 500**

TBABS share of overall volunteer recognition costs and activities in TBABS to recognize volunteers.

5. Core Services Support	\$81,696	\$47,900
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a. Services and supplies	\$33,900	\$0
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Monies needed to supplement the general fund budget. Recommend covering the cost of Keystone Library Automation System contract, Utah Braille contract and printing supplies.

b. State Library Specialist 1	\$47,900	\$47,900
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Circulation/Equipment technician responsible for the daily circulation of audio books and equipment.

TBABS Expenditure Fund Cash Flow Analysis
(Note: The analysis does not include the TBABS Library Endowment Fund)

FY 11/12

Beginning balance July 1, 2011	\$231,767
Adjusting entry for 2009-11 Biennium	31,905
Donation revenue to Expenditure Fund	91,949
Expense for Fund Development Position	(26,699)
Expense for enhancements/solicitation costs	(45,960)
Expense for core services support	(66,261)
Ending balance June 30, 2012	\$216,701

FY 12/13

Beginning balance July 1, 2012	\$216,701
Adjusting entry for 2011-13 Biennium	12,654
Donation revenue to Expenditure Fund	76,393
Expense for Fund Development Position	(27,234)
Expense for enhancements/solicitation costs	(59,476)
Expense for core services support	(43,805)
Ending balance June 30, 2013	\$175,233

FY 13/14

Beginning balance July 1, 2013	\$175,233
Estimated donation revenue to Expenditure Fund	94,000
Estimated to expend for Fund Development	(30,000)
Estimated enhancements/solicitation costs	(45,600)
Estimated cost for core services support	(64,000)
Projected ending balance June 30, 2014	\$129,633

FY 14/15

Beginning balance July 1, 2014	\$129,633
Estimated donation revenue to Expenditure Fund	85,000
Estimated to expend for Fund Development	(30,000)
Estimated enhancements/solicitation costs	(52,000)
Estimated cost for core services support	(47,900)
Projected ending balance June 30, 2015	\$84,733

FY 10/11

Beginning balance July 1, 2015	\$84,733
Donation revenue to Expenditure Fund	85,000
Expense for Fund Development Position	(30,000)
Expense for enhancements/solicitation costs	(55,000)
Ending balance June 30, 2016	\$84,733

Oregon State Library Policies and Procedures	
TBABS Fund Development Policy	
Approved by:	7/12/07

APPLICABILITY: All Oregon State Library Employees and Volunteers
AUTHORITY: ORS 357.195

Purpose

To provide a framework for the types and forms of gifts that will provide maximum benefit both to the donor and to Talking Book and Braille Services (TBABS). This overview addresses both current and planned gifts. The goal is to encourage support for TBABS without encumbering the organization with gifts that may generate costs or liabilities in excess of the benefit provided or that are restricted in a manner not consistent with the purpose, goals or policies of TBABS.

General Policies

1. Donations are deposited to one of two funds. Generally gifts received via direct mail solicitation are deposited in the Expendable Fund, unless specified by the donor. Unsolicited gifts, such as undesignated memorials or bequests are deposited in the Endowment Fund.
2. An outright, unrestricted cash gift of any amount may be accepted by the State Librarian, TBABS Fund Development Officer, TBABS Program Manager, and TBABS staff, on behalf of the donation fund.
3. All gifts, donor giving histories and personal donor information will remain confidential: not be discussed in the TBABS office except in a professional capacity nor to be given to the public nor to be rented to individuals or organizations.
4. TBABS will provide an annual accounting to donor and program participants following the end of every fiscal year. This reporting can be included as part of the newsletter or as a separate document. It will summarize activities and accomplishments during the previous fiscal year and it will acknowledge the financial support of donors. Acknowledgement of donations may be general or a specific listing of

names, as appropriate. Donations may be acknowledged, with donor approval.

Gift Solicitations

The record of patrons and donors who ask not to be solicited will provide for their exemption from all solicitations.

Receipt of Checks

Checks will be handled according to state Accounting Procedures

Online Giving via Credit Cards

1. Contributions using credit cards may be made through the OSL/TBABS website.
2. Initial notice of these transactions will come to the Business Office. These donations will be posted to the accounting records after the transactions have been cleared by the bank and then reported to TBABS for record update and acknowledgement.

Donor Communications

Complaints and or issues regarding donations raised by donors will be responded to within five workdays of the contact being received by TBABS Fund Development .

Gift Acknowledgement

1. Gifts less than \$100 in size will be acknowledged by staff or volunteers via letter or note card. The letter or card will show date of gift and amount, and should be signed.
2. A personal letter will be used for gifts \$100 or larger. The State Librarian should sign it.
3. Acknowledgment of gifts of \$250 or larger should carry the claim that "No gifts or services were given in exchange for this gift." This statement can be placed at the bottom of the page. A personal telephone call will be made when large or especially welcomed gifts are received, prior to sending the official acknowledgment letter.

Records Retention

The TBABS Daily Donation Log will be retained for seven (7) years then destroyed.

Bequests and Planned Gifts

Oregon State Library may accept gifts through bequests. Whenever possible, the donor's wishes regarding the restricted use of a bequest will be honored, subject to the requirements of the law. Undesignated bequests will be placed in the TBABS Endowment Fund.

1. A ledger record will be kept of all planned gift activity, information, and expectations.
2. The donor's attorney/financial advisor and identified family member will receive an acknowledgment of receipt of the gift within five workdays.
3. In all matters involving donors or prospective donors, the interests and concerns of the donor in relation to his or her personal financial position take priority over the contribution to TBABS.
4. Prospective donors are urged to seek the advice of their own counsel in matters relating to planned gifts, taxes, and estate planning. Fundraising staff will not interpret the law or give legal advice to the donor. Special tax counsel may be called upon to draft documents related to trusts and gift annuities, or to review and comment upon documents drafted by lawyers for the donor.
5. Information concerning planned gifts shall be kept in confidence. No public announcement concerning a living donor will be released without written consent of the donor.

Stock

Oregon State Library may accept gifts of stock. As a state agency, the State Library is not able to hold stock, so certificates must be liquidated immediately.

Pooled Income Fund

Oregon State Library may accept gifts through Pooled Income Funds. No pooled income fund trust agreement shall be entered into with a donor for a sum less than \$5,000. No beneficiary shall be under the age of 50 years and the maximum number of beneficiaries shall be two.

Life Insurance and Pension Benefits

Oregon State Library may accept gifts as the primary, secondary or residual beneficiary of life insurance and IRA's. Oregon State Library may be a contingent beneficiary of pension benefits.

Life Estate Contracts

Oregon State Library may enter into a retained life estate contract with one or two persons for a personal residence or farm. As a general rule, a life estate contract requires the donor to pay all upkeep, insurance and other expenses required for the maintenance of the property. The property deed must be clear and the property must be documented as free of toxic or environmental waste or other conditions that would create a liability for the Oregon State Library.

Confidentiality

TBABS staff and volunteers will adhere to a policy of confidentiality regarding donor giving and personal information, unless the donor or authorized representative grants permission to use personal information. Such use might be in the form of a testimonial.

Fund Expenditures**Expendable Fund**

The monies from the expendable fund are designated for program enhancements, promotion and solicitation. Each fiscal year the Program Manager and Fund Development Officer will draft the Annual Donation Expenditure Plan for Program Enhancements and Solicitation. This plan is reviewed and endorsed by the TBABS Advisory Council. The Advisory Council recommendations are passed onto the OSL Board of Trustees who then reviews and adopts the expenditure plan.

Endowment Fund

The purpose of the TBABS endowment fund is to assure a long, strong future for TBABS by building an additional source of income that will supplement the federal contributions, the state general fund, and other donations in funding TBABS to achieve its service objectives and the goals in any current TBABS long range plan. Expenditures from the Endowment Fund must be approved by the OSL Board of Trustees.

Agenda Item

Strategic Planning

Background and Summary

The Oregon State Library has been involved in a reorganization process since January of 2013. There have been a number of meetings and discussions about the reorganization both inside and outside the State Library. At their May 29, 2014 meeting, the Executive Committee of the OSL Board of Trustees agreed to discuss a strategic planning process at the June 20, 2014 Board meeting. The State Library has been directed to gather background information to provide to the Board. Several items are attached in the following pages, while other materials will be distributed to the Board prior to the June 20, 2014 meeting.

Vision for the Oregon State Library

MaryKay Dahlgreen, State Librarian

June 2014

Core Purpose: To organize and provide access to information.

Key Functions:

Provide reading materials for Oregonians who are blind or print disabled

Support Oregon libraries of all types

Be an information resource for Oregon state agency staff and legislature

Provide Oregonians public access to government information

Provide Oregonians access to spaces and resources at the State Library

Oregon Revised Statute 357.001 and 003 articulates the following legislative findings and policy on the State Library and library services in Oregon:

357.001 Legislative Findings. The State of Oregon recognizes that:

(1) An informed citizenry is indispensable to the proper functioning of a democratic society.

(2) Libraries constitute a cultural, informational, and educational resource essential to the people of this state.

(3) Library services should be available widely throughout the state to bring within convenient reach of the people appropriate opportunities for reading, study and free inquiry.

(4) Providing and supporting adequate library services is a proper and necessary function of government at all levels.

(5) It is a basic right of citizens to know about the activities of their government, to benefit from the information developed at the public expense, and to have permanent access to the information published by state agencies.

357.003 Policy. It is the policy of the people of the State of Oregon:

(1) To promote the establishment, development and support of library services for all the people of this state.

(2) To provide library services suitable to support informed decisions by the personnel of government.

(3) To encourage cooperation between units of government and between and among libraries and to encourage the joint exercise of powers where such cooperation or joint exercise will increase the extent of library services in a fair and equitable manner.

(4) To ensure that copies of all public documents and access to state agency information in electronic forms are available to citizens through a system of depository libraries.

Assets:

- Materials and expertise to assist state agency staff provide evidence based service to Oregonians.
- Materials for Oregonians who are blind or have physical or learning disabilities.
- Historic building that was restored and upgraded in 2000.
- Materials on the history and culture of Oregon.
- Materials for family history and genealogy research.
- Highly qualified library professionals and para-professionals.
- Annual federal funding to improve library service for all Oregonians
- Partnership with National Library Service for the Blind and Physically Handicapped
- Robust volunteer program

Vision

- Provide reference services for state agency staff using OSL materials, print and electronic, as well as materials from libraries around the world with the outcome that agency staff provide high quality, evidence based service to Oregonians.

Considerations:

- Reach agreement about depth and breadth of reference transactions
- Increase cooperation with agency staff to determine their needs
- Provide training to state agency staff in the use of OSL resources, specifically electronic, to expedite self service research.
- Actively communicate the services and resources available to all state agency staff.
- Provide volunteer and internship opportunities to a wide variety of Oregonians to increase our ability provide services to our various audiences

Considerations:

- Utilize baby boomer retirees as outlined in national best practice.
- Work in collaboration and cooperation with other state agencies and libraries to build on the strengths of all our volunteer programs.
- Develop broad authority to contract with local governments to provide unique services on a cost recovery basis.
- Maximize federal funding by administering a state general fund grant program and general funded Talking Book and Braille service to meet both the matching and maintenance of effort requirements of the Institute of Museum and Library Services.
- Provide library service to the 4% of Oregonians who are not served by a local tax supported library using appropriate technology while assisting those libraries that are not fully funded to provide adequate library service to their community.
- Use our human and physical assets to continuously improve processes and products by actively promoting innovation in concert with rigorous evaluation.

Considerations:

- Create cross team implementation and review groups
- Every program should be reviewed regularly, no sacred cows
- Actively communicate the value of libraries in a democracy.
- Collaborate and cooperate with other library and information resources in Oregon state government to streamline processes, improve service, and reduce duplication.
- Require outcome based planning and evaluation for all grantees, federal and state, as well as build all OSL programs and services on outcome based planning and evaluation.
- Use the results of outcome based evaluation to improve services and processes.
- Partner with those state wide agencies and organizations that support the informational needs of Oregonians and can model partnerships for libraries at the local level.

Considerations:

- Take our seat at the table
- Be consistent about pointing out the value libraries contribute
- Insist upon resources to achieve shared outcomes.

Oregon State Library
DRAFT Strategic Plan
March 12, 2014

MISSION

The mission of the State Library is to:

- Connect Oregon state government to quality information to support informed decision-making on behalf of all Oregonians
- Connect print-disabled Oregonians to reading materials and other information to improve their quality of life
- Connect Oregonians to library services by providing leadership, grants and other support to public, school, academic, and tribal libraries

SHARED VALUES

- **Accountability and Integrity:** We are accountable for our actions with customers, volunteers and coworkers.
- **Customer Service:** We treat all customers – internal and external – with respect and courtesy.
- **Open Communication:** We communicate openly and respectfully and are receptive to feedback
- **Leadership:** We lead by example, participation, innovation, and engagement
- **Teamwork:** We are a dynamic, evolving agency that strives for a collaborative work environment and is dedicated to continuous service improvement.
- **Creativity and Innovation:** We encourage risk taking, flexibility, and alternative approaches to problem solving and decision making.

VISION (What we want to be)

The Oregon State Library is a leader in library technology, information and development to serve the needs of Oregonians, their government, and all Oregon libraries.

GOALS (What we must achieve for success)

OUTCOMES (Benefit that occurs to participants of program; change in behavior, skills, knowledge, attitude, status or life condition of participants)

OBJECTIVES (Specific intentions expressed in measurable terms to achieve goals)

❖ ACTIVITIES (Planned actions to achieve objectives)

Goal 1. Deliver high quality library services to state government; optimize usage and maintain user satisfaction.

Outcome: State agency employees will report improved decision making

Objectives:

1. Collaborate with the Department of Administrative Services, Oregon State Archives, State of Oregon Law Library, and the Oregon Historical Society to create an online shared access point (i.e. portal) to all applicable collections.
 - ❖ Review the current system at each agency
 - ❖ Research technical options for shared access
 - ❖ Create a phased timeline for implementation
 - ❖ Develop specifications for first phase portal
 - ❖ Contract with organization to build first phase portal

2. Provide centralized and consolidated acquisition and cataloging of executive branch agency library materials at OSL.
 - ❖ Convene executive branch agency library staff for fact finding
 - ❖ Create plan for centralized acquisition and cataloging of library materials
 - ❖ Work with each participating executive branch agency to deploy
 - ❖ Provide inclusion of material records in OSL online catalog for agency libraries

3. Deliver outreach to and training for agency customers in the use of products and services.
 - ❖ Develop outreach plan in cooperation with agency staff and GRS advisory committee
 - ❖ Develop online training using multiple platforms, including iLearn, and develop appropriate curricula
 - ❖ Explore level of understanding and familiarity with library services at the agency level and develop more effective communication with agencies
 - ❖ Provide subject area resources training tailored to agencies or divisions within agencies
 - ❖ Provide consulting to state agency staff including remote desktop consultation and small group consultations as requested

4. Develop tailored OSL library information services for state agencies according to their needs.
 - ❖ Use best practice electronic resources to collaborate with agency staff to develop resource guides on specific topics which are accessible from the internet.
 - ❖ Provide access to resources specific to agency needs
 - ❖ Assign agencies a specific GRS librarian as liaison

Goal 2. Collaborate among State Library teams and with state agencies and other partners for efficient use of resources, including responsibility for state documents and publications

Outcome: State Library will demonstrate increased efficiency

Objectives:

1. Work with the Department of Administrative Services, Oregon State Archives, and other interested agencies and organizations to determine the feasibility of moving collections.
 - ❖ Come to agreement about what collections should go where
 - ❖ Come to agreement about access
 - ❖ Review the resources and legal requirements for collections
2. In close cooperation with the Oregon State Archives and other interested agencies and organizations create and carry out an implementation plan for housing and management responsibility of documents.
 - ❖ Review legal and resource requirements for document collections
 - ❖ Evaluate feasibility of alternate locations
3. Develop partnerships and collaborate at all levels for appropriate use of resources.
 - ❖ Identify appropriate partners
 - ❖ Identify resources
 - ❖ Put them together
4. Work with professional organizations, agencies and other interested parties to educate key decision makers on the state of Oregon libraries and to assist with planning for improvement.
 - ❖ Work with OLA for education and planning
 - ❖ Identify other state agencies with similar goals and
 - ❖ Identify key decision makers

Goal 3. Promote and deliver audio book and Braille service to all eligible Oregonians.

Outcome: Eligible Oregonians will use the resources of TBABS

Objectives:

1. Increase number of registered borrowers through marketing, service enhancements, and new audio book technology.
 - ❖ Develop and implement an outreach plan for the 2014.
 - ❖ Promote BARD and the BARD Mobile App through the newsletter, email, and facebook.
 - ❖ As new features are developed, update BARD and BARD mobile app training materials
 - ❖ Maintain current patrons by systematically calling new patrons 2 months after registration, contacting patrons that have not used the service within the last 9 months of last service date, and regularly communicating new services and features in the newsletter, email and facebook.

2. Develop and nurture partnerships to improve services to customers.
 - ❖ Continue the partnership developed with the Oregon Textbook and Media Center to provide literature in either Braille or audio format to Oregon students.
 - ❖ Continue working with the Educational Service Districts (ESD) vision teachers and expand into the other special services provided at the ESDs such as reading disabilities
 - ❖ Continue working with the Commission for the Blind, focusing on BARD training.

3. Continue fund development activity, focusing on planned giving and building the Talking Book and Braille Services Endowment Fund.
 - ❖ Continue promoting the Irene Price Society through direct contact and newsletter articles
 - ❖ Convene a board endowment subcommittee to review the purpose of the endowment fund with initial report due June, 2014
 - ❖ Create and mail the Spring and Fall 2014 direct appeals
 - ❖ Redesign the donation website to allow for more giving options by December, 2014

Goal 4. Lead public and school libraries to achieve excellence in services to children and teens.

Outcome: Libraries will incorporate youth services best practices into their library services.

Objectives:

1. Provide resources, training, and consulting services to educate youth services staff on best practices, with a focus on early literacy.
 - ❖ Ready to Read Grants
 - ❖ Focus on Children Institute
 - ❖ Cooperation with OLA CSD and OYAN

2. Improve information literacy tools and services for the K-20 community.
 - ❖ Partner with statewide information literacy organizations
 - ❖ LSTA Grants to organizations

3. Formally partner with the Oregon P-20 education community to provide library services in concert with other educational and community building opportunities.
 - ❖ Develop partnerships at the state level to nurture partnerships at the local level
 - ❖ Monitor and participate in activities of OEIB and Early Learning Council

Goal 5. Take a leadership role in developing comprehensive statewide library resource sharing services for all types of libraries (public, school, academic, tribal)

Outcome: Libraries of all sizes and types will report high satisfaction with statewide library resources available through OSL

Objectives:

1. Increase knowledge and skills of local library staff in the use and marketing of statewide online databases.
 - ❖ Work with vendor to provide training at local level
 - ❖ Develop marketing materials for distribution to local libraries
 - ❖ Statewide marketing
2. Provide assistance for regional or peer library implementation of integrated library systems.
 - ❖ LSTA grants
3. Work with the Oregon Library Association to develop statewide library lending for all library cardholders.
 - ❖ Passport Program
4. Continue to work with the Oregon library community to assure access to shared statewide virtual reference services.
 - ❖ Answerland

Goal 6. Encourage and assist local communities to develop strong school library services and public library services for unserved and underserved Oregonians.

Outcome: Increased citizen and local policy maker understanding of and support for publicly supported libraries.

Objectives:

1. Extend and promote library services for children and teens who are unserved.
 - ❖ Unserved and underserved grant and Ready to Read grant
2. Make statewide resources available to the unserved and underserved electronically.
 - ❖ Libraries of Oregon
3. Work with the Oregon library community to increase virtual and in-person training for Oregon library personnel.
 - ❖ NW Central
 - ❖ Designate continuing education coordinator in Library Development
4. Continue to improve the Oregon School Library Information System (OSLIS) and work with other state agencies to identify additional funding sources.
 - ❖ Meet with appropriate state agencies

- ❖ Provide data on use of OSLIS by K-12 education system

Goal 7. Improve internal efficiency and quality of operations.

Outcome: Demonstrate improvements in operations and efficiency

Objectives:

1. Pilot selected outcome-based planning and evaluation projects.
 - ❖ Staff training on OBE
 - ❖ Incorporate OBE in planning and evaluation of GRS pilot projects
Enterprise HR New Hire Project and Kindle Fire Document Delivery Project
2. Investigate the use of space and work processes and implement appropriate changes.
 - ❖ Complete plan and vacate Tier 5 stacks and reallocate rent savings
 - ❖ Consider consolidating GRS space
 - ❖ TBABS and LD relocation
3. Evaluate agency administrative needs and use available shared client services as appropriate.
 - ❖ IT
 - ❖ Fiscal

2013-2015 Key Performance Measures (these serve as output measures currently)

1. Number of research assistance transactions for state employees
2. Percentage of state employees registered to use the State Employee Information Center
3. Cost per state employee contact
4. Number of individuals registered to receive Talking Book and Braille Services
5. Percent of eligible users who are registered for Talking Book and Braille Services
6. Number of talking books and Braille books checked out per year.
7. Cost per circulation of talking books and Braille books
8. Percent of public library grantees incorporating best practices in their services to children
9. Average daily visits to the search engine for Oregon.gov
10. Average daily visits to Library-funded databases.
11. Average daily visits to the Library-funded Oregon School Library Information System (OSLIS)
12. Average daily visits to the Library-funded Answerland virtual reference website
13. Percent of customers rating their satisfaction with agency's customer service as "good" or "excellent" on timeliness, accuracy, helpfulness, expertise, and availability of information.

FINANCIAL PLAN (Resources required to carry out activities and achieve outcomes) To be completed

Oregon State Library Transformational Project Report
Recommendations of Preferred Alternatives

by the

Oregon State Library Board of Trustees

September 6, 2013

Convened at 1:05 p.m. and adjourned at 2:55 p.m.

Held in room 202 at the OSL and via phone

The OSL Board of Trustees reviewed the OSL Transformation Project Report and convened a meeting on September 6, 2013 to discuss their views and note their recommendations. Their preferences are noted on the table below that appears on pages 8 and 9 of the report. The Service Delivery Alternatives preferred by the OSL Board are shaded and their comments are added in italics.

Transformational Changes	Service Delivery Alternatives
<p>1: Library Services to State Government</p> <p>Details on Page 10</p>	<p><i>The following Alternatives are not mutually exclusive and may be complimentary.</i></p> <ul style="list-style-type: none"> • Provide at OSL centralized and consolidated acquisition and purchasing of agency library materials (Executive Branch primarily) <i>Board comment: This Alternative will save money and improve research.</i> • Provide centralized access to information across OSL, State Archives, State Law Library, and other agency libraries (e.g., develop a shared web portal) • Develop tailored OSL library information services for state agencies according to their needs <i>Board comment: Does this put restrictions on ability for staff to do research work?</i> • Implement a Fee-for-Service model for library services with tiered service levels to accommodate varying user needs at State Agencies as well as other users (e.g. local governments) <i>Board comments: This appears to be a funding model rather than a service delivery alternative. Concern about "commodification" of information. Will this make the service too expensive for agencies who need it?</i>
<p>2: Library Services to the Public</p> <p>Details on Page 12</p>	<ul style="list-style-type: none"> • Find additional and alternative funding sources for public services (currently funded through state agency assessment) <i>Board comments: The most likely source of additional funding would be through a foundation that would be best supported by appealing to the services provided to the public. Reducing services to the public is problematic, all of our funding is public money and the library is a public space.</i> • Clarify and reduce services to the public (primarily the open, public access to materials and facilities) <i>Board comment: would prefer to re-define and assess services before reducing.</i>

Transformational Changes	Service Delivery Alternatives
<p>3: OSL Oregon Heritage Materials Collections</p> <p>Details on Page 14</p>	<ul style="list-style-type: none"> Keep these collections at OSL. Seek direction from Legislature to clarify OSL role in preserving and making accessible Oregon's heritage collections Move these collections from OSL. Collaborate with partners to relocate Collections not in alignment with funding sources and mission
<p>4: Non-Government Materials Collections</p> <p>Details on Page 15</p>	<p><i>Includes genealogy, poetry, and Oregon Book Awards</i></p> <ul style="list-style-type: none"> Seek alternative funding to maintain these collections (currently funded through state agency assessment) <i>Board comment: These services are important but need to have different sources of funding. Board comment: What is the responsibility of state government to contribute to literary life of Oregon?</i> Discontinue OSL support for non-government materials
<p>5: TBABS Service Model (Talking Books and Braille Services)</p> <p>Details on Page 16</p>	<ul style="list-style-type: none"> Maintain TBABS and expand the current reach to serve more eligible Oregonians. Implement digital technology options to improve operations <i>Board comment: The ability to provide service to the P-20 community is essential.</i> Pursue collaboration on a regional, multi-state system Transition the TBABS service to another organization or institution
<p>6: Search Engine Administration for State website (ie. Oregon.gov)</p> <p>Details on Page 18</p>	<ul style="list-style-type: none"> Move the administration and maintenance to DAS Maintain current operations
<p>7: State of Oregon Documents</p> <p>Details on Page 19</p>	<ul style="list-style-type: none"> Convene a task force led by a third party to refine the recommendations in the February 2012 Report of the Workgroup on Libraries and Archives in Oregon State Government to consolidate Oregon documents with Archives Continue to move Oregon Documents program and OSL reference services to Archives as directed in the Governor's Balanced Budget of 2013-2015
<p>8: Oregon Center for the Book</p> <p>Details on Page 21</p>	<ul style="list-style-type: none"> Move to another cultural organization Discontinue <i>Board comment: Maintain this service. Financial impact is negligible but visibility is high. Does this decision more appropriately correspond to the Board action than to the Legislature?</i>
<p>9: Cultural Enrichment for State Employees (lectures, exhibits)</p> <p>Details on Page 22</p>	<ul style="list-style-type: none"> Move or partner with other institutions Discontinue funding from agency assessments <i>Board comments: Consider rebranding these events with outside sponsorship. Good marketing opportunity.</i>
<p>10: PLINKIT (Websites for Public Libraries)</p> <p>Details on Page 23</p>	<ul style="list-style-type: none"> Continue as is, for the time being. Phase out slowly <i>Board Comment: Does this decision more appropriately correspond to the Board action than to the Legislature?</i> Discontinue with an intentional transition plan for libraries

The OSL Board did not make recommendations for the Enhancement Changes.

Enhancement Changes	Service Delivery Alternatives
1: Library Development Consulting with Local Libraries <small>Details on Page 24</small>	<ul style="list-style-type: none"> • Expand consulting services • Maintain current service model with on-going improvements
2: TBABS Fundraising (Talking Books and Braille Services) <small>Details on Page 25</small>	<ul style="list-style-type: none"> • Expand fund development activities • Receive additional support from the general fund
3: Library Youth Services Program <small>Details on Page 26</small>	<ul style="list-style-type: none"> • Formal partnering with Oregon P-20 education community • Expand services with additional staff • Maintain current service level
4: Oregon Library Statistics <small>Details on Page 27</small>	<ul style="list-style-type: none"> • Maintain current service model with on-going improvements • Expand the staff to allow for consulting with local libraries on use of statistics for planning and advocacy
5: Alternative Funding Sources (e.g., Grant Writing and Other Funding) <small>Details on Page 27</small>	<ul style="list-style-type: none"> • Hire or contract with a grant writer/fund developer • Provide staff with training opportunities in grant writing • Partner with other organizations to develop fundable projects
6: Statewide Online Databases for Libraries <small>Details on Page 28</small>	<ul style="list-style-type: none"> • Seek to share database costs with local libraries • Maintain current operations
7: State Library Volunteers and Interns <small>Details on Page 29</small>	<ul style="list-style-type: none"> • Expand • Partner with other agencies • Re-purpose volunteers according to changes in services

MISCELLANEOUS INFORMATION

LIBRARY JOURNAL

Oregon County Aims To Replace Volunteer-Run Libraries with Publicly Funded Model

By [Ian Chant](#) on April 25, 2014 [2 Comments](#)



Like many library systems, the Josephine Community Library (JCL) in Josephine County, OR, is looking to secure funding from the community via a ballot initiative this November. Unlike most library systems, however, JCL doesn't yet receive any funding from the government, instead relying entirely on private donations and volunteer labor to keep the lights on. But while the model has seen a degree of success, even winning awards in the state, a failure to pass a ballot initiative garnering taxpayer funding later this year could stymie the nonprofit's efforts to continue providing library services to the public.

JCL [got its start in 2007](#), after the county cut all public funding to the library and shut down the system's four branches, which served a population of 82,000. While the county council helped find money in the budget to keep up the outside facades of the buildings, other public funding was cut off. The doors of the library did not stay shut for long, though. After shutting down in May 2007, the main branch of the library was back up and running by December 2008, operating under the oversight of JCL, a private nonprofit funded by donations and run by volunteers. By the end of 2009, all four branches of the system were up and running again.

The organization uses donations and grants to pay the bills and a bare bones staff of fourteen employees, including one part-time employee who holds an MLS. But the majority of the work at JCL is done by a group of 360 unpaid volunteers. The service has been so successful that it won a Governor's Volunteer award from the state of Oregon.

Despite some concerns among librarians that celebrating a library so dependent on volunteers could devalue the skill of professional librarians, state librarian MarkyKay Dahlgreen said that few librarians have objected to the state honoring JCL, and even those who voiced concerns were impressed by the organization's achievements. "There's probably not a library in Oregon or anywhere else that doesn't rely on its volunteers," Dahlgreen told *Library Journal*, who also pointed out the dire circumstances at play left residents with few other options. "The people of Josephine County were responding to an emergency."

As successful as that emergency response has been, it remains a triage effort, and there's an acknowledgement at all levels that JCL's current model is not a sustainable option going forward. "Right now, people who come in have a good experience," JCL executive director Kate Lasky said. "But you have a long line, and you can't get in when you want to get in. We're not open enough hours to meet demand. This model cannot open for enough hours."

That's why JCL is putting an initiative on the November ballot that would establish an independent library district with its own board in Josephine County, which would be funded by a 39 cent per \$1,000 valuation property tax. That's slimmed down from the fifty five cent per \$1,000 tax that failed prior to the library shutdown in 2007. Lasky likes JCL's odds this time around, pointing to the 300 library cards JCL issues every month as a sign of steadily growing value to voters around the county, coupled with an increased awareness of what it takes to provide that service. "We've been talking about the lack of funding every year," Lasky told *LJ*. "There's nobody here who thinks volunteerism can replace every form of service required for a large community. Our volunteers want more staff, and they want more librarians here."

If the initiative passes, Lasky has a long list of things libraries in Josephine County could provide that they don't now, from dedicated children's librarians and increased support for local schools to tech and business resources that could help make entrepreneurs in the

county more competitive. If the measure fails, she said, volunteers will keep doing what they can, but hours and services at the four branches will remain limited and eventually start to shrink for want of resources. "We're at a crossroads," Lasky said of the effort to put a taxpayer-funded library district in place. "We're dipping into reserves and can't provide the services we need for these 82,000 residents. But our alternative is a closed library, and that's something we won't accept."

Josephine County is not the only one in a similar predicament: Southern Oregon as a region has had a tough time keeping library doors open since the economic downturn. Neighboring Jackson County shuttered its 15 branches in 2007, only to [reopen them next year](#) under the management of library service outsourcing firm Library Systems & Services, LLC. Jackson County libraries are suffering from the same limited hours as their neighbors in Josephine County, however, and are asking voters to approve a new property tax to fund a new library district in that county as well, said Dahlgreen.



About Ian Chant

Ian Chant is the Associate News Editor of LJ.



The 10 Best Free U.S. Online Historical Newspaper Research Sites

04/30/2014



As I have recently completed 51 different articles that contain links for each state (and DC) for online historical newspaper research, I offer you my opinion (and it is only an opinion) of which sites I think are my Top Ten favorite Free sites.

You can find these sites in [United States Online Historical Newspaper Links](#) or in the [Newspapers!](#) page on this site.

My criteria for this Top Ten list includes the size of the collection, the underlying software and its usability and features, and the extent to which the collection is representative of the number of newspapers ever published vs. the amount that is online in the state.

So - here is my Top Ten list (not presented in any particular order). You may disagree or may think that your state should be on this list. Feel free to add your comments.

The Top Ten

- **Library of Congress - Chronicling America** - almost 40 states are represented and the site is growing. Over time I suspect that this will become the largest site in the country in terms of quantity.
- **Old Fulton NY Post Cards** - This New York state collection is amazing in that basically it has been a labor of love for one person to create it. Much admiration on my part. Oh yes - and there are over 26 million pages available.
- **Google News Archive** - although its searchability appears to be changed recently, it does cover a ton of smaller newspapers around the country. It remains to be seen as to whether Google will add newspapers in the future.
- **Portal to Texas History** - Almost 600 newspapers in this collection, and the user interface provides a nice method for honing in on the search results. Many of the newspapers have short runs, but the sheer magnitude of the collection is outstanding.
- **California Digital Newspapers Collection** - i have to admit to some partiality here as this is my home state and where much of my newspaper research has been conducted. However, the user interface is excellent and has a feature that most other sites don't have. Since the OCR process for very old newspapers sometimes is not very good because of the quality and condition of the source materials - this site provides registered users with the ability to correct the OCR'd text - thereby improving future searches. A genealogy "pay it forward" if you will.
- **Wyoming Newspaper Project 1849-1922** - Yes - little Wyoming (in terms of population), has a terrific site. And when 336 of the some odd 500 newspapers ever published are available online - I say - good for Wyoming.
- **Kentucky Digital Library - Historic Kentucky Newspapers** - almost 200 newspapers and a very easy to use interface.
- **Iowa** - there is no centralized collection; however since the subscription-based site Newspaper Archive is headquartered in the state, there are a lot of free county-wide and library-based collections available, based on their software. The link here is to my article about the state collections and how to find them.
- **Florida Digital Newspaper Library** - an interesting interface, but almost 2 million pages along with several special collections as well.
- **Historic Oregon Newspapers** - over 100 newspapers with long runs.

So that's it - My Top Ten. There are others that are close, such as Colorado, Utah, Minnesota, and North Carolina. Maybe in a couple of years these states will get in to my Top Ten. Hopefully the money will be there for all states to increase their digitization activities so that we all will benefit.

CORRESPONDENCE

From: Ferol Weyand
Sent: Wednesday, April 09, 2014 12:27 PM
To: Heather Pitts; AllStateLibrary
Subject: RE: Grand Ronde Library Event follow-up

I agree with all the kudos! This was very interesting and worth the drive and time. I learned A LOT!

Thanks so much to Katie and Heather for putting this together, (and any others that may have had a hand in this) and Arlene for driving. I think Marion was really pleased we visited.

Ferol

From: Heather Pitts
Sent: Wednesday, April 09, 2014 9:54 AM
To: AllStateLibrary
Subject: Grand Ronde Library Event follow-up

At the [Grand Ronde Tribal Library](#) yesterday, the ten OSL visitors had a tour of the library space and overview of the services, collections, and community, then a presentation on the history and culture of the peoples. Marion Mercier, the librarian, was a welcoming, friendly, and knowledgeable host. Bobby Mercier from the Cultural Resources Division gave an overview of the history of the area and the tribes and bands who came to make up the Confederated Tribes of the Grand Ronde Community of Oregon and wove in stories of life today. He presented about ancestral homelands, cultural artifacts, and traditional food and lifeways, as well as current language and culture programs.

Whether or not you were able to attend, if you are interested in learning more about the culture and history of the Confederated Tribes of Grand Ronde, here are some ideas:

- From the comfort of your own chair, browse the Cultural Resources Division's multimedia online exhibit, [Our Story](#)
- Check out DVDs or books from our collection (such as the [2003 restoration video](#), [Standing strong](#), [Living in the great circle](#), or [Standing tall](#))
- Drop in to see the [Ancestral Dialogues](#) exhibit (on permanent view) at the Hallie Ford Museum of Art (free admission on Tuesdays)
- Go see the spring exhibit at Willamette Heritage Center, [River People of the Willamette](#), opening Friday and running through May 26
- Put the new [Chachalu Tribal Museum and Cultural Center](#) on your radar (currently under construction; opening later this year)
- Visit [Fort Yamhill State Park](#), where the exhibits and cultural restoration are done in partnership with the Confederated Tribes of Grand Ronde (free admission)

From: MaryKay Dahlgreen
Sent: Wednesday, April 09, 2014 9:28 AM
To: Eugene Newbill; AllStateLibrary
Subject: RE: Grand Ronde Library Event

Hear, hear! I've heard very good reports!
MaryKay

From: Jessica Rondema
Sent: Wednesday, April 09, 2014 8:48 AM
To: Jey Wann; Eugene Newbill; AllStateLibrary
Subject: RE: Grand Ronde Library Event

Also, specific thanks to Katie and Heather for their efforts, and Arlene for driving the van!

Jessica Rondema
Executive Assistant
Oregon State Library

From: Deanne Smith
Sent: Wednesday, April 09, 2014 9:31 AM
To: Jey Wann; Eugene Newbill; AllStateLibrary
Subject: RE: Grand Ronde Library Event

I third that!

--Deanne

From: Jey Wann
Sent: Wednesday, April 09, 2014 8:39 AM
To: Eugene Newbill; AllStateLibrary
Subject: RE: Grand Ronde Library Event

I second that!

From: Eugene Newbill
Sent: Wednesday, April 09, 2014 8:20 AM
To: AllStateLibrary
Subject: Grand Ronde Library Event

Greetings-

The Cultural event yesterday at the Grand Ronde Library was a well planned and executed experience. Thank you to the **MANAGEMENT TEAM** and the CC committee for this experience.

Eugene Newbill

From: Terri [REDACTED]
Sent: Friday, April 11, 2014 8:53 AM
To: Talking Books
Subject: Like the new format

Good Morning,
I just want to give you feedback on the new format on the Patron(s) Talking Books website. I spent some time going over the changes and I like it. It is very well done.
Thank you, Terri

America the Beautiful

4/4/14

I appreciate getting
the "talking books" as well
as the large print calendar.
I'm glad that my caregiver
(daughter) can order the
books through the computer.
Thank you for all you do

Wilma Hales



From: Rosalyn McGarva
Sent: Monday, April 14, 2014 2:31 PM
To: Katie Anderson
Subject: Thank you

It is because of you we are having a once in a life-time event at the Dallas Public Library! You sent information for the Oregon Book Awards with ideas we could do to promote the Oregon Book Awards. One of which was Host a Finalist.

I offered and we won big time. I thought we would be encouraging a new author and we WON Ursula K. LeGuin!

I have been reading her since I was a girl. I even read Ishi (which her mother wrote).

April 22, 2014 @ 5:00 p.m.

Thank you for making one of my dreams come true.

--

Rosalyn McGarva
 Librarian
 Dallas Public Library

From: Ferol Weyand
Sent: Monday, April 21, 2014 8:46 AM
To: Robin Speer; AllStateLibrary; ALETHA; eliztice@comcast.net
Subject: RE: Thank you awesome people!

[Special thanks to Robin for being such a great Volunteer Program Coordinator!](#)

From: Robin Speer
Sent: Thursday, April 17, 2014 2:51 PM
To: AllStateLibrary; ALETHA;
Subject: Thank you awesome people!
Importance: High

I want to thank staff for making the volunteer appreciation event such a success! I have had lots of positive feedback on our event, the tote bags, the lecture and the exhibit. It took all of the Volunteer Program Cross-Team Work Group to make it happen.

Special thanks go to:

Jen, Margie, Dave, Alice, Erich, Susan and Liz Tice for attending meetings, making a plan and making it happen on Wednesday.

Also, Robby helped to set up the tables and chairs, move things around and connect the computer. Then he set up for the lecture event...he was very busy.

And...

MaryKay for helping with the program and delivering certificates.

Aletha Bonebrake (Board Chair) for giving a great speech after driving for hours from Baker City.

The biggest thank you goes to all of our wonderful volunteers who deserve our recognition.

Robin Speer

Volunteer Program Coordinator

www.oregon.gov/Volunteer

Talking Book & Braille Services Fund Development Coordinator

Oregon State Library

From: Eugene Newbill

Sent: Friday, April 18, 2014 10:56 AM

To: Andrea Blake; AllStateLibrary

Subject: RE: Repair of microfilm machine: Dewey Salute to Michael and Robby

Hear hear! It is clear we have some very talented and entrepreneurial TEAM members. Thanks you for your efforts to save this agency \$\$\$ and keep our tires on the road. Your leadership is appreciated.

Eugene Newbill

From: Andrea Blake

Sent: Friday, April 18, 2014 10:44 AM

To: AllStateLibrary

Subject: FW: Repair of microfilm machine: Dewey Salute to Michael and Robby

Way to go Michael and Robby for stepping up and completing a task well outside their duties! I am sure everyone who works the reference desk appreciates having several machines that work properly.

Andrea Blake

Oregon State Library

Document Delivery Specialist

From: Renata Pilotto

Sent: Friday, April 18, 2014 10:36 AM

To: allGRS

Subject: RE: Repair of microfilm machine

Great job you guys! You just saved GRS \$150!

Renata

From: Alice Laviolette

Sent: Friday, April 18, 2014 9:53 AM

To: allGRS; oslgenvolunteer@listsmart.osl.state.or.us

Cc: Renata Pilotto

Subject: Repair of microfilm machine

Thank you to Michael & Robby for repairing the broken microfilm machine. They were able to swap out the broken motor with a working one. We are now back to having one scanner/printer (#1), one reader (#2) and two that print to the local printer (#3 & #4). All machines are labeled.

We have one old microfilm reader that no longer prints, but is a great source of parts for our working machines. It is stored in the basement of the library and can be used as a back-up for lenses, bulbs, glass, motors, etc.

--Alice

From: Brandt Robin L
Sent: Friday, April 18, 2014 3:24 PM
To: refrequests
Subject: National Library Week

To the library staff and librarians,

I was just reading about National Library Week and wanted to say **thank you** to all the librarians and library staff for their assistance in my work thus far.

Just saw this quote and thought of you: "Librarians are Generals in the War on Ignorance" and so much more!

Thanks – and have a great weekend,

Robin

Robin L Brandt PhD, Policy Analyst
 Policy & Program Unit
Oregon Office of Vocational Rehabilitation Services

From: Ferol Weyand
Sent: Friday, April 25, 2014 2:35 PM
To: MaryKay Dahlgreen; Eugene Newbill; AllStateLibrary
Subject: RE: 658.3142 Dewey SALUTE to St. Library members for hardship time donation to David Darcy

[And to those fair share contributors as well☺](#)

From: MaryKay Dahlgreen
Sent: Friday, April 25, 2014 2:27 PM
To: Eugene Newbill; AllStateLibrary
Subject: RE: 658.3142 Dewey SALUTE to St. Library members for hardship time donation to David Darcy

[And I would like to add my thanks to the managers who donated leave.](#)
 MaryKay

From: Eugene Newbill
Sent: Friday, April 25, 2014 11:22 AM
To: AllStateLibrary
Subject: 658.3142 Dewey SALUTE to St. Library members for hardship time donation to David Darcy

Passing along a message from the SEIU 503 President Rob Sisk.

Eugene

From: Rob Sisk
Sent: Friday, April 25, 2014 11:15 AM
To: Eugene Newbill
Subject: Thanks to St. Library members for hardship time donation to David Darcy

Hi Eugene - I just checked in with DAS payroll on David Darcy's leave status due to his being out with the broken leg and was informed of the incredible generosity of our members at State Library in donating leave time to him. I can't begin to convey how overwhelmed I am with that compassion and response. I would appreciate it if you could relay my deep gratitude to the members of your agency

In unity

Rob
 --

Rob Sisk
 President
 SEIU Local 503, OPEU

From: Angela Jannelli
Sent: Friday, April 25, 2014 2:39 PM
To: AllStateLibrary
Subject: And the winner is...



The winner of this year's Earth Day drawing is.....

Joel Henderson! Congrats! You can stop by the LAS office and select your prize: either an indoor or an outdoor plant.

A big thanks to everyone who participated by using alternative transportation this week!

--The Green Team

From: Heather Pitts
Sent: Friday, April 04, 2014 4:26 PM
To: Jey Wann; allGRS
Subject: RE: 2 New oregon.gov/OSL/GRES Pages

I should add: Thank you to Jey for editing and helping write text for both pages, and thank you to Angie for SharePoint help and for placing the images!

From: Jey Wann
Sent: Friday, April 04, 2014 4:16 PM
To: Heather Pitts; allGRS
Subject: RE: 2 New oregon.gov/OSL/GRES Pages

These are great! Go, Heather!

From: Heather Pitts
Sent: Friday, April 04, 2014 4:00 PM
To: allGRS
Subject: 2 New oregon.gov/OSL/GRES Pages

There are two new pages up on oregon.gov in the GRS section of the OSL website.

Digital Highlights from the Collection - <http://www.oregon.gov/osl/GRES/Pages/Digital-Highlights-from-the-Collection.aspx>

Government Information - <http://www.oregon.gov/OSL/GRES/Pages/GovernmentInformation.aspx>

There is a “Digital Highlights” link in the left sidebar on GRS pages, and there is a “Government Information” link in the right sidebar on GRS pages.

I’m going to ask Jess to add “Digital Highlights from the Collection” to the “More topics of interest” section of the main OSL website, and I’m going to see whether “Government Information” can be on the right sidebar of the other OSL pages outside of GRS.

“Highlights from the Collection” is also linked on the SEIC – Research Tools page – under Digital Projects.



Local Independent Charities
of America

IMPORTANT!
NOTICE OF ADMISSION ACTION

APPLICATION APPROVED
FOR ASSOCIATE MEMBERSHIP

May 1, 2014

Robin Speer
Fund Development Coordinator
Talking Book and Braille Services - Oregon State Library
250 Winter St NE
Salem OR 97301

Dear Robin,

The Local Independent Charities of America board of directors has approved your organization as a Local Associate Member for the Fall 2014 campaign year.

Local Associate Membership

As a Local Associate Member in 2014 you will be eligible for local and state campaign listings and fiscal distribution of your donations through Local Independent Charities of America. As you were not able to complete all the application components to qualify for Full Membership, you will not be listed in Combined Federal Campaigns in 2014.

Local Associate members are also not eligible for federation services including: web site listings; the GiveDirect online donation tool; the car donation program; or the use of the "Best in America" seal of approval.

Your Online Portfolio

You will have access to the LICA online portfolio system so that you can track donations and payments, and download donors names. To access your online portfolio, go to www.lic.org, click on Members Login, and enter your User ID (EIN) and password.

Your User ID is 93-6001773
Your password is R378S

We hope you will consider applying as a FULL MEMBER in 2015, so we can offer you the complete list of federation services next year.

Bill

Bill Broughan
Campaign & Membership Services
Local Independent Charities of America



PUBLIC SERVICE RECOGNITION WEEK SHOUT-OUTS (in no particular order)

Margie – Thank you for your help with the LC survey! – Meagan

Elke – Thank you for traveling around the state to promote Talking Books! – Meagan

Thanks, Susan, for not running away when LD was added to your plate! – Jen

Thank you, Erich, for being such a willing helper. – Ferol

Thank you Darci for posting my new MLS collection books while I was busy with Reimagining R2R! – Katie

Thanks to my super team – Ann, Arlene, Darci, Katie, Jen and Susan – Ferol

To the Cultural Competency Committee for great programs. – Jey

Thank you Shawn for your support & faith in our volunteer & intern programs. – Robin

Thank you Margie for your willingness to look for new ways to use volunteers & interns. – Robin

Thank you Susan for your support of our volunteer & intern programs. – Robin

Thank you Jess for your support in LAS and to the agency! – Robin

Thank you Jen for the fun visits we have & the money under the keyboard! – Robin

Thank you Arlene for the great conversations and carpooling with me! – Robin

Thank you Heather for taking on the challenge of supervising a volunteer. You are a great mentor for library students! – Robin

Thank you Bubba Billy [Robby Pietz] for being helpful and just being Bubba Billy! – Anonymous

Thank you Darci for sharing art stories and good books to listen to. – Robin

Professional Development Committee – Thank you for putting together a plan to bring more opportunities for staff to develop professionally! – Meagan

Thank you Alice for being a caring mentor to the genealogy volunteers! Also, thanks for providing me with support. – Robin

Thanks MK for asking me to “help” – Ferol

Great work on the LC survey, Meagan! – Margie

Ann is stellar with all her work with library staff and statistics. She makes a hard job look easy. – Darci

Thanks, Sara B., for keeping Library Council organized! – Jey

Thank you, Robby, for being so great about helping me with boxes and tables in LD. – Ferol

Thank you, Robin, for being my filter and friend. – Ferol

Thanks MK for sticking with it through thick & thin. – Jess

Thank you Ferol for being a good mentor for our student volunteer & with our other volunteers! – Robin

Thank you Renata for helping me the day the Board lunches were late. – Jess

Thank you Erich for being a great mentor to all the TBABS volunteers (including Delta Gammas). You are doing a wonderful job! – Robin

Thank you Dave for leading a group of volunteers to do book mending. They especially liked your Preservation Week celebration. – Robin

Thank you Andrea Clarkson for sharing your ideas and working to make a better service for our patrons. – Robin

Thank you Kate McGann for your friendship and great ideas for OSL. -- Robin

Thank you Jey for having a volunteer help you. You are a great mentor! – Robin

Thank you MaryKay for your support of me and the volunteer/intern programs. – Robin

Thanks GRS for e-Clips. Love them! -- Ferol

Thank you Joel for always being willing to help out with fund development. (I also like your facts for the day) – Robin

Thank you Ferol for all your work to get the summer reading certificates out with the summer food bookmarks. It was a lot more coordination this year. You're doing GREAT!
– Katie

Thanks, Jey and Eugene, for your work with the LIS collection! – Jen

Thank you Ann for your great ideas & the concern you have for Oregon libraries. – Robin

Thank you Talking Books staff for being super efficient and innovative! – Meagan

Thanks Meagan, for stepping up to a task in LC more than once. – Jess

Thanks, Jen, for being the grammar queen!! – Ferol

And here's the one I forgot to post: Thanks, Kate A. and Nathan, for shelving & shifting above & beyond the call of duty. – Jey

From: Ferol Weyand
Sent: Monday, May 12, 2014 6:23 PM
To: Jennifer Maurer; AllStateLibrary
Subject: RE: 658.3142 Dewey Salute for Letters About Literature Helpers

And to Jennifer Maurer for all of her hard work, including holding the meetings for the 3 levels of judging, getting the judges in the first place and also hosting today's event.

From: Jennifer Maurer
Sent: Monday, May 12, 2014 6:13 PM
To: AllStateLibrary
Subject: 658.3142 Dewey Salute for Letters About Literature Helpers

Annually, we host a celebration to honor Oregon's award winners in the national Letters About Literature reading and writing contest. The aim of the program is for students to write a letter to the author of a book that changed their view of themselves or the world. Tonight we honored 19 Oregon students, many of whom read their letters to the audience.

It takes a handful to organize the competition and host the awards ceremony, and I want to thank the many helpers.

Ferol – So much of the work falls to her, from redacting 155 letters (!) to making punch for the celebration, and way too much in between to mention. As usual, she handled the duties with efficiency and grace.

Renata – She deposits donations from the four local organizations that fund prizes and arranges for checks and gift cards for our honorees.

Arlene, Robby, Shawn, and Susan – They muscled all the tables out of 102/103, set up seating for 90, and put everything back together again.

MaryKay, Susan, and Ferol – They represented the State Library at the awards celebration.

Thanks very much to everyone for your help. It's a lot of work to make LAL happen, but when you hear the letters being read by the students, you remember that it's all worth it.

For those interested in reading the letters, they will be posted online by the end of May.

Jen

Jennifer Maurer
School Library Consultant
Oregon State Library

From: Baker, Steve
Sent: Sunday, May 18, 2014 1:03 PM
To: MaryKay Dahlgreen
Subject: OASL Board Meeting

Hi MaryKay

Not that you asked....

I am the commercial rep. for OASL. There was a board meeting yesterday, Saturday, the 17th.

Jen Maurer represents the State Library on the board.

Jen sure is a valuable member of the OASL Board, very valuable. And this is not based on just yesterday's meeting. She has proven her worth on countless occasions.

Just thought I would let you know.

Steve Baker
Account Executive

 **Follett**
Follett School Solutions Group

From: Robin Speer
Sent: Wednesday, May 21, 2014 11:32 AM
To: Darci Hanning
Cc: Susan Westin; MaryKay Dahlgreen
Subject: You are amazing!

Hi Darci,

I do not get many opportunities to hear you in action so I stayed to hear your part of the agenda at the TBABS advisory council meeting today.

I want to say I really think you do an excellent job with presentations and facilitating conversation for strategic planning. Libraries are very fortunate to have you sharing your expertise and skills as a guide for establishing a professional process.

Thank you for what you do.

Robin Speer

Volunteer Program Coordinator

http://www.oregon.gov/osl/Pages/Volunteer_Lib.aspx

Talking Book and Braille Services Fund Development Coordinator
Oregon State Library

From: Jessica Rondema
Sent: Thursday, May 22, 2014 3:25 PM
To: 'Candice Watkins'; janec@multcolib.org; Susan Stone
Cc: Abigail Elder; Sara Charlton; MaryKay Dahlgreen
Subject: RE: Thanks for the Thanks!

Thanks so much! And it was my pleasure. ☺

Jessica Rondema
Executive Assistant

From: Abigail Elder
Sent: Monday, May 26, 2014 8:55 AM
To: 'janec@multcolib.org'; Susan Stone
Cc: Jessica Rondema; cwatkins@clatsopcc.edu; Sara Charlton; MaryKay Dahlgreen
Subject: RE: Thanks for the Thanks!

Jessica,

I'm a little late to the string, but let me echo what everyone else said. I did the NLLD coordination one year, so I know what a BEAR it is! Those legislative offices aren't nearly as organized as you would think, but you made it look easy.

Thanks for your good work on this, and for everything you do to support Oregon libraries.
-abigail

From: Candice Watkins
Sent: Thursday, May 22, 2014 2:32 PM
To: janec@multcolib.org; Susan Stone
Cc: Jessica Rondema; Abigail Elder; Sara Charlton; MaryKay Dahlgreen
Subject: RE: Thanks for the Thanks!

I'll tag on here. Jessica, thank you so much for coordinating. Everything went so well and I also feel lucky to have been a part of this. THANK YOU!

Candice

From: Jane Corry
Sent: Thursday, May 22, 2014 2:10 PM
To: Susan Stone
Cc: Jessica Rondema; Abigail Elder; Candice Watkins; Sara Charlton; MaryKay Dahlgreen
Subject: Re: Thanks for the Thanks!

What they said. everything went so well. it was great to feel so taken care of.

jane

On Thu, May 22, 2014 at 2:08 PM, Susan Stone <ssstone@pps.net> wrote:

Jessica,

I felt quite honored to be part of the Oregon contingent to NLLD, and your efforts with all our scheduling left me feeling quite taken care of – not having to make all those arrangements, and just having to show up at the scheduled time.

MaryKay sings your praises! And I applaud!

Thank you.

Susan

Susan Stone
OASL Immediate Past President, 2013-14
Oregon Association of School Libraries

From: Jessica Rondema
Sent: Thursday, May 22, 2014 11:54 AM
To: Abigail Elder; cwatkins@clatsopcc.edu; Sara Charlton; janec@multcolib.org; Susan Stone
Cc: MaryKay Dahlgreen
Subject: Thanks for the Thanks!

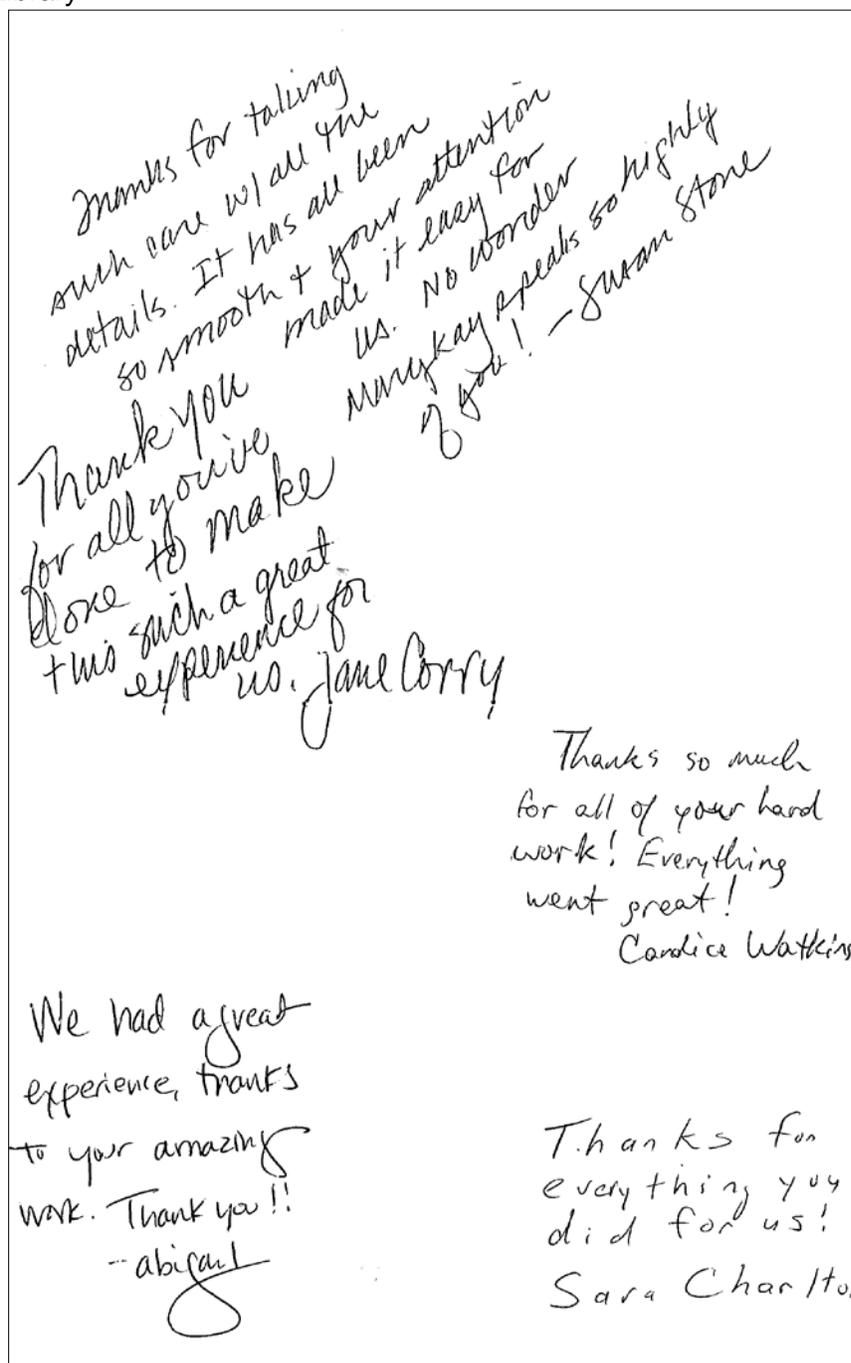
Hi everyone,

I know it's been a few weeks since National Library Legislative Day, but I wanted to thank you all for your lovely thank you card (currently sitting on my desk). It means a lot to me, and I'm so glad everything went smoothly!

Thanks!

Jessica

Jessica Rondema
Executive Assistant
Oregon State Library



From: Margie Harrison
Sent: Thursday, May 29, 2014 12:31 PM
To: Alice Laviolette; Sarah Cunningham; Sara Belousek; Jey Wann; Katherine Anderson; Jessica Rondema; Deanne Smith; Robby Pietz
Subject: RE: Thank You!!

Amazing work. Thank you all so much!

Margie

From: Alice Laviolette
Sent: Thursday, May 29, 2014 11:51 AM
To: Sarah Cunningham; Sara Belousek; Jey Wann; Katherine Anderson; Jessica Rondema; Deanne Smith; Robby Pietz
Cc: Margie Harrison
Subject: Thank You!!

WOW, you guys are great. Thanks so much to everyone who helped get the drawers ready for their "field trip".
 -Alice

From: Sarah Cunningham
Sent: Thursday, May 29, 2014 11:49 AM
To: Alice Laviolette
Subject: RE: Can you help?

Really close, like 1.5 vertical rows left.

From: Alice Laviolette
Sent: Thursday, May 29, 2014 11:48 AM
To: Sarah Cunningham
Subject: RE: Can you help?

Great...are we finished?

--Alice

From: Sarah Cunningham
Sent: Thursday, May 29, 2014 11:34 AM
To: Alice Laviolette
Subject: FW: Can you help?

Fyi, Jess came out and helped us for awhile!

From: Alice Laviolette
Sent: Wednesday, May 28, 2014 10:46 AM
To: allIGRS
Subject: Can you help?

I need help getting the Oregon Index card trays ready to go to DOR. If possible, I'd like to finish the job by the end of Friday. Sarah and Robby are helping, but extra hands will make the job go faster, as we are working this job around our other tasks.

It entails....

Making sure that each drawer begins with a tabbed card, labeled with name of the drawer.

Numbering the tabbed cards in each drawer, using a fine tip sharpie. Some tabs need a little additional info added to them (Sarah or I can show you)

We are also checking for paper clips, card clips, or loosely stapled cards, etc. (anything that might "jam up the works").

Please join me in the alcove if you have time!

--Alice

Sent: Friday, May 30, 2014 9:51 AM

To: Darci Hanning

Subject: Re: [Libs-Or] Free Webinar: Using the Digital Public Library of America (DPLA) to Locate Government Information

Hi Darci,

I just joined Libs-Or and all I can say is WOW! Thank you so much for passing on these CE opportunities. The DPLA was worth the extra email. There are several in the other email I am also interested in.

Many thanks!

Julia



Julia Sathler
Assistant Librarian,
Portland Branch
Ninth Circuit Libraries

From: Elke Bruton

Sent: Tuesday, June 03, 2014 7:30 AM

To: Darci Hanning; Jessica Rondema; Margie Harrison; AllStateLibrary

Subject: RE: Thanks!

I always think it's fun to cut loose and eat pizza and play my favorite game, Yell Things Out Loud! Thank you M-team!

Elke H. Bruton, MLIS
Talking Book and Braille Services

From: Robin Speer

Sent: Monday, June 02, 2014 9:17 AM

To: Margie Harrison; AllStateLibrary

Subject: RE: Thanks!

It was fun playing games and meeting families. Thanks to everyone who organized and purchased food.

Robin Speer

Volunteer Program Coordinator

http://www.oregon.gov/osl/Pages/Volunteer_Lib.aspx

Talking Book and Braille Services Fund Development Coordinator

Oregon State Library

From: Darci Hanning

Sent: Monday, June 02, 2014 8:57 AM

To: Jessica Rondema; Margie Harrison; AllStateLibrary

Subject: RE: Thanks!

I had a great time – it would be fun to do this once a year or so 😊 Thanks to everyone who organized and set it all up!

Cheers,

Darci

Darci Hanning * Technology Development Consultant * Library Development Services

From: Jessica Rondema

Sent: Monday, June 02, 2014 8:56 AM

To: Margie Harrison; AllStateLibrary

Subject: RE: Thanks!

I agree! It was a lot of fun. 😊

Jessica Rondema

Executive Assistant

From: Margie Harrison

Sent: Monday, June 02, 2014 8:53 AM

To: AllStateLibrary

Subject: Thanks!

For the good company and fun time on Friday. I enjoyed the games, meeting your families, and getting to know some of you a little better.

Margie

Margie Harrison

Program Manager

Government Research Services

Oregon State Library

From: Jessica Rondema

Sent: Monday, June 02, 2014 9:19 AM

To: MaryKay Dahlgreen; AllStateLibrary

Subject: RE: This Week at OSL

And thanks to MaryKay for funding the room rental! It was such a nice location.

Jessica Rondema
Executive Assistant
Oregon State Library

From: MaryKay Dahlgreen
Sent: Sunday, June 01, 2014 5:55 PM
To: AllStateLibrary
Subject: This Week at OSL

...

Thanks to everyone who came to game night on Friday, it was fun. We missed those of you who couldn't make it. Special thanks to Jessica, Shawn, Susan and Margie for setting up and providing food!

MaryKay

From: [REDACTED]
Sent: Tuesday, June 03, 2014 2:53 PM
To: Robin Speer
Subject: Donations in Memory of [REDACTED]

Dear Robin,

Thank you for returning my phone call yesterday. As per your recommendation I will not send cash. Instead I wrote a check and attached a note with the name and address of the donors.

Should you receive any more donations I will be your contact person to notify. You can email me at [REDACTED], or send correspondence to my home address: [REDACTED].

I can't express the gratitude my mother felt for TBABS. In addition to her Macular Degeneration she had COPD. As her ability to get out and about declined, listening to books on tape became increasingly important to her.

It seemed only fitting that one of the two organizations we suggested for individuals interested in making a donations in her honor be the Talking Books and Braille Services.

Sincerely,

[REDACTED]
Daughter of [REDACTED]

From: Margie Harrison
Sent: Thursday, June 05, 2014 10:35 AM
To: Jey Wann
Cc: MaryKay Dahlgreen
Subject: FW: Read All About It is a favorite blog

We're close to the top of their list, too! So cool!

Margie

From: Jey Wann
Sent: Wednesday, June 04, 2014 10:23 AM
To: allIGRS
Subject: Read All About It is a favorite blog

The Oregon Workforce & Economic Information blog (<http://oregonemployment.blogspot.com/>) lists Read All About It, Oregon, as one of their favorite blogs (scroll down on the right).

Jey Wann
Oregon Documents Coordinator
Oregon State Library



The image shows a screenshot of a web browser displaying the header and sidebar of the "Oregon Workforce & Economic Information" blog. The header features the title "Oregon Workforce & Economic Information" in large white text, with a subtitle "Brought to you by the Research Division of the Oregon Employment Department" below it. The background of the header is a blurred image of green foliage. The sidebar, located on the right, is titled "Our favorite blogs and websites" and contains a list of links to various resources, including QualityInfo.org, Read All About It, Oregon, Oregon's Office of Economic Analysis, Bureau of Labor Statistics (BLS), BLS Editor's Desk, The U.S. Census Bureau, Calculated Risk, The Upshot, The Employment Department's main website, and All things Oregon state government (oregon.gov).

Oregon Workforce & Economic Information
Brought to you by the Research Division of the Oregon Employment Department

Our favorite blogs and websites

- QualityInfo.org -- Our favorite!
- Read All About It, Oregon
- Oregon's Office of Economic Analysis
- Bureau of Labor Statistics (BLS)
- BLS Editor's Desk
- The U.S. Census Bureau
- Calculated Risk -- A popular finance & economics blog
- The Upshot
- The Employment Department's main website
- All things Oregon state government (oregon.gov)