

LSTA Advisory Council Meeting Minutes

Oregon State Library, Room 103

May 20, 2010

1:00 to 4:15 p.m.

Present: Ann Evensen, Perry Stokes, John Russell, Anne Billeter, Buzzy Nielsen, Pam Osborne, Jim Hayden, Karen Hill, May Garland, Anne Pearson

Staff Present: Ann Reed, MaryKay Dahlgreen, Jim Schepke, Mary Mayberry

Absent: Ed Sale, Sherry Stock, Nancy Brown

Introductions: Chair Evensen opened the meeting with introductions and asked all present to mention a book each person is currently reading. New members included Pam Osborne, May Garland, John Russell, and Perry Stokes.

Proceedings from previous meetings: Sept. 11, 2009 and April 1, 2010

Corrections included:

Sept. 11, 2009 meeting, Ann Evensen noted on p. 3, last entry should be “on” behalf of. Anne Billeter noted that on p. 7, second paragraph from the bottom “Oregon Community Project” should be “Libraries as Community Research Centers”

Minutes approved as corrected.

April 1, 2010 meeting; p. 1, #3 add space between OAR and 543-060; Buzzy noted on p.1, #4 change by-laws to bylaws for consistency; Karen Hill noted that p. 2, #5 should include that “she expressed concerns about the library portal” and on p. 2 #6 that “Licensing” should be “Library”; May Garland noted on p. 2 #6.a. “feasibility study” should be inserted before “for a library district”.

Minutes approved as corrected.

Discussion of changes to bylaws – Ann Evensen, Buzzy Nielsen, May Garland:

The Statewide Database Licensing Advisory Committee had requested a change in their bylaws. The Council noticed that the LSTA bylaws also needed a review, so a subcommittee was formed. Buzzy Nielsen chaired the subcommittee to rewrite the bylaws.

Buzzy Nielsen suggested that the Statewide Database Licensing Advisory Committee bylaws be integrated into the bylaws of the LSTA Advisory Council. In the course of the committee review, several questions came up. He is reorganizing the bylaws and correcting some mistakes including: some general parliamentary practices that need not be in the bylaws, the vice chair’s duties are not spelled out, Oregon State Library Board bylaws state that the LSTA Advisory Council has 12 members, but the LSTA Advisory Council bylaws state it has 13 members. Staff will explore reason for discrepancy.

Additional concerns include: no description of representation needed, three year term is not specified, and election of chair and vice-chair and LSTA representative to SDLAC. Ann Evensen said that majority and quorum requirements need to be spelled out as well. Jim Hayden moved that the LSTA Advisory Council continue with 13 members and that

this recommendation be sent to the OSL Board. Anne Billeter seconded; the motion passed unanimously.

Discussion of draft guidelines for Targeted Competitive LSTA Grants to Provide Service to the Unserved – MaryKay:

MaryKay had e-mailed an updated draft of the guidelines and application form Extending Library Service to the Unserved Grant Program. MaryKay reviewed the document with the Council noting specifically that the timeline is different for other competitive grants and will be using FFY 2010 money. This is not a two phase grant, but one phase which will mesh with other grants. It will start earlier than the 2011 FFY grants and will be funded with 2010 money. After discussion the grant period was changed to run through August of 2011, instead of June, 2011.

Anne Billeter noted changes to Part IV #1 to clarify where signatures are required. May Garland suggested that the grant period specify that multi-year projects (p. 2) may be funded for to “up to 3 years”

Discussion of subsequent application timing was discussed and it was decided that grants for this project will be due in May in the future so the schedule will be:

January 2011-grant application and guidelines released

April 2011-grant application due at same time as brief proposals for 2012 competitive grants

May 2011-LSTA Council reviews proposals and make funding recommendations

June 2011-Board approves grant funding

September 2011- Library Service to the Unserved FFY2011 projects begin

In response to a question about funding source MaryKay pointed out that the Board has set aside \$200,000 in a separate line for Services to the Unserved and Underserved which includes \$100,000 for these grants and \$100,000 for the Library of Oregon Portal with OSU. There was discussion of types of grant projects, eligible applicants, and their situation. Union County was removed from the list because the County provides a very small amount of funding to all the libraries in the county. Northeast Yamhill County is unserved, including parts of Newberg and area surrounding. There was discussion of including other libraries in the project but MaryKay reminded the group that this is a pilot project and we will be reviewing it next year to see what changes need to be made.

Allowable costs and indirect costs, CIPA and scoring were reviewed, as well as proposal evaluation criteria.

Statewide Summer Reading Program and promotion of the SDLP were added to the guidelines as possible programs.

Review of Five-Year Plan (targets, expenditures, changes):

MaryKay explained the genesis of the time (Thursday afternoon) added to this meeting. At the Library Development retreat there was discussion about the LSTA Advisory Council representing the larger library community. LD agreed that it would be a good idea to give the Council an opportunity to spend more time together, to give input on things like guidelines, to give the Council an overview of what Library Development does. She provided an overview of the LSTA program, the five year plan, targets, and a list of competitive grants by purpose. A short discussion of the LSTA State Program was

provided, including how LSTA funds are distributed. The five year plan goals are broad, trying to address the needs of Oregonians. Each five year plan is evaluated and LD reports to IMLS on each FFY of funding. The LSTA Advisory Council monitors the five year plan There was some discussion of how funding is being used. There are more statewide projects than in the past and most of those driven by technology.

A discussion of the Targets document followed:

Goal #1 – no net loss of PL services. Success has varied. Anne B. asked if we are still doing a report for Benchmark 38, we still gather the data and the Board receives that information.

Additional question to Oregon Population Survey. OPS has been discontinued. John Russell suggested LD staff look at other options for including library use questions in other surveys, perhaps PSU Population Center.

OSLIS – increase was an ambitious goal. It is a priority. Anne Billeter says 11% achieved was good.

Increase use of LNet – questions asked are what is counted 10% increase planned.

Satisfaction rate for LNet comes with report from Caleb.

Plinkit – increasing features – state library staff responsible for these.

SDLP – 10% a year increase

Information literacy target – WOU statewide information literacy program

Readers' advisory and reference is being addressed by several 2011 grants

Board approve 30K to look at impact of information literacy at public libraries, visibility

Public perceptions by Hispanics of library service: Buzzy Nielsen suggested looking at PSU population survey; Anne Pearson suggested checking with Multnomah County Library.

Baseline of staff who participated in library continuing education

Timely release of statistical data – Ann Reed puts this information on the website and it is used for budgeting purposes.

Number of sub grants for staff sharing. MK encourages Council to encourage those in their communities to propose ideas to LSTA.

Goal #4 increase capacity for library service including staff exchanges. Ann Reed reminds members that guidelines will be approved by Council in the fall and that is a good opportunity to provide guidance on grant projects desired.

New technologies – MK mentions Sage and Opening Day eBooks.

Digital summit – standards for digitization projects.

Russell talked about scanning and metadata at Stanford. Possible staff sharing for metadata work, creation of a network for this purpose.

Thoughts from councilors:

Karen Hill asked about the process of changing targets and priorities. MK noted that the new five year plan development will be begin in the next year and asked that Council members be very involved in that process.

Demonstration of Plinkit – Darci:

Darci was introduced and demonstrated Plinkit in a Power Point presentation, featuring history of Plinkit, as well providing information about the Plinkit collaborative.

Evensen recessed the meeting at 4:15.