Secretary’s Council on Library Development

Missouri River Regional Library
Library Conference Room
Jefferson City, MO
May 3, 2013

Members present: Bacon, Carr, Darst, Gage, Schmitt, McCampbell, Munzlinger, Watts, Wilke, Hancox

Absent: Curls, Ellinger, Keeney, Mullaly-Quijas

Guests: Connie Stickney, MOREnet; Many from library community (MRRL staff, patron, other library staff)

Staff present: Conroy, Reading, Baker, Morrisroe, Wingo, Musselman, Allee-Bates, Qian, Secretary Kander, Rakov, Irwin

Darst called meeting to order at 10:13 am. Introductions were made by the council, guests did not introduce themselves. Darst gave the floor to Secretary Kander.

Secretary Kander briefly discussed the reorganization. Secretary said there are 2 phases involved; the first was to identify inefficiencies, the second was to identify the best use of the savings after eliminating the inefficiencies.

He wants to make the State Library more efficient by combining job duties, thus eliminating staff, and push more funds to the libraries. The Secretary and his staff began researching State Libraries in the United States to see how and with what staff they followed their LSTA plans. This research helped determine that eliminating inefficiencies was needed.

Secretary Kander wants the libraries to help determine where that money needs to go. Will use libraries as a resource.

Remarks and Q&A with Secretary of State Jason Kander
Council and community expressed their concern of the cuts to the State Library and how that would affect the programs offered to the library community. They do not agree with the cuts and are unsure why they were made. Secretary Kander is confident that programs will not be affected. The cuts were made because there were many redundancies in staff duties, by combining positions, this eliminated redundancies.

Another concern was the vision of the council is and who will make final decisions on priorities. Secretary Kander ultimately has the final say, but will take State Library and the council’s opinion into consideration.
Munzlinger—Agrees we all look for ways to be more efficient and save money, encourages libraries and council to contact him or Kander staff about suggestions. Hopes to address hiccups together.

Bacon—Expressed how important State Library staff is to the library community. Wants communication open to work together with SOS. Worried about how the State Library will deliver same services with reduced staff.

Kander dismisses himself. Abe stays behind to field other questions.

**Q&A with SOS Chief of Staff Abe Rakov**

The council and guests expressed the need to have a list of the new “go-to” people. Council is concerned over the cuts to Reference Services. The databases they manage require professionals to analyze and maintain them, who will do this with the cuts? Abe stated that the agencies that use those databases can take over them, if they want to pay for them.

Guests asked about the FY14 budget. Council will review the budget today and then Secretary Kander will review it.

Council and guests were curious as to why the State Library received cuts, they also felt State Library staff were already stretched thin. Abe stated that a couple of positions in other divisions were also lost. He also stated all divisions are under review and if cuts are needed, they will happen. The State Library had inefficiencies and Secretary Kander and his staff felt by combining duties more money would be allowed for grants. Confident all services will still be provided. Staff will also be put on the General Revenue payroll on July 1. The money from the cuts is staying with the State Library and if there is an issue with General funds, the staff can be switched back.

Legal guidance will also be available to libraries. This is a new service. Guest advised legal to review HR laws/policy, hot issue in libraries.

**Moving the State Library Forward – Margaret Conroy, State Librarian**

Reference Services had 6 staff laid off; Library Development had 4 staff laid off and 2 vacant positions cut; Administration had 1 laid off.

- LD staff will be funded with General Revenue on 07/01/2013; this allows more flexibility in staff duties
- 6 staff in Wolfner are still LSTA funded
- Currently trying to figure out the capacity of the staff to deliver programs
- Reference’s databases were cut; agencies that utilize those may take over
- Received approval to hire Youth Services Librarian with split duties; half for Wolfner and half for Library Development
- Wolfner will move up to the second floor with the exception of the circulation staff, who will remain on the first floor
- There will be more cross training and sharing of duties among staff
FY14 LSTA Work Plan – Barbara Reading and Debbie Musselman  
(Attachment A)

Going to review the changes to the previous plan.

- Statewide Projects
  - Goal 1- Building & Sustaining Business Resources
    - Courier Service with Kansas City Metro Library Network, currently being reviewed. Probably decreasing the funding; dropping 10 libraries; $1200/library
    - Show Me the World-still supporting 2 MOBIUS positions; funding decreased, will not fund equipment
    - Interlibrary Loan with OCLC-funding will remain relatively the same
    - Retrospective Conversion-for automated catalogs
    - Homework Help-Secretary Kander proposal

Discussion:
Concern over who requested this service. Abe Rakov/Secretary Kander said State Library will offer this service. Council is fine with the service if the library community shows an interest in it, otherwise they feel it is not wise to spend $400,000 on a program no one is requesting.

Council felt strongly that DESE should offer this or at least help fund it and that funds could be reallocated to other programs in the State Library. Council was also concerned that they need to make an alternative suggestion for the money, so it wouldn’t be lost. Margaret said the State Library wouldn’t lose that federal money.

Other questions came up regarding what other states have offered this service and what their success rates were. What vendors are available? Success is varied in the states that do offer it. Tutor.com and Brainfuse.com are two vendors. Marketing would have to be great for this to be useful.

**Senator Munzlinger motioned that Homework Help should be a DESE priority and to reallocate the money to other library services.

Jacque Gage seconded.

Guest-The students who really need this service are in low socioeconomic places and don’t have access to the internet or a computer, so who is really going to benefit from this service?

**Valerie Darst called to vote for sharing concern about Homework Help with Secretary Kander and staff. The vote to share was unanimous.

- Goal 3-Library Programs
  - Development program consistently underspends funds
  - Evaluating Institute needs of librarians; no Winter Institute; would like to provide Basic Skills course online
  - WebJunction will be cut (costs about $50,000)

- Statewide Projects
• E&E fund used to be for staff, but since the staff will now be General Revenue this fund is purely operational

• Competitive Grants
  o Tech Ladder and Digital Imaging; Digital imaging decreased because there won’t be funding needed for Civil War project
  o Tech Mini-increased funding; extra funding is moved here to allow for more rounds
  o Website makeover will move to tech ladder grant; no longer be its own category
  o Spotlight on Literacy didn’t get as much interest as thought
  o Summer Library Program lower amount than last year, but can put unspent funds in this category if needed
  o Collection Development-propose $80,000 available to public school; make available to those in economic need

Discussion:
New GED test effective January 14, 2014, this may help increase interest in the Spotlight grants. A lot of libraries will ask for funding to keep up with the new test.

  o Priority 3-No more scholarships; 1 job seeker; 4 completing work commitments; 1 repaying
  o Show Me Steps-propose $50,000; need help promoting the grant

Discussion:
Discussing which libraries are eligible for this grant. A lot of small libraries don’t have the staff to let others go to training.

  o Other category is for unspent funds

**Library Service Improvement Grants – Debbie Musselman**
New grant category, Pitch an Idea. Will be used for libraries to suggest an idea for a grant that doesn’t fall into one of the current categories.
Debbie asked the council if this grant should be available for all library types.

**Jacque Gage moved to offer to all library types and not limit scope. Michelle Schmitt seconds. Unanimous council vote to offer to all library types.

IMLS also doesn’t like small grants, should we set a minimum?
Council decided to leave it open to State Library discretion.

**Melissa Carr motioned to accept the LSTA FY14 project plan with Homework Help funds reallocated to other projects approved in budget. Michelle Schmitt seconds. Unanimous council vote for the motion.

**MOREnet Wireless Projects Update – Connie Stickney, MOREnet**
MOREnet is partnering with the State Library on two programs, (1) wireless assessment survey and (2) wireless management pilot project. Application period was April 1-19. Begin date is pending State Library review of the applications. Funded through REAL program.
The survey can help libraries with specifications and implementation, determine access points in their library (can show library on a map and can provide written report), and the library will report to State Library about the services.

The pilot can help libraries manage their wireless. MOREnet will be installing 30 access points for the pilot to test the project. The power will be over Ethernet, no power cord required, only a data cord. Usage reports can also be generated. Lasts a year and the libraries will be able to keep the access points for 2 years.

**Legislative Update – Margaret Conroy**
- Not a lot of bill activity impacting libraries.
- Appropriation has been approved for LSTA funding.
- State Aid and Equalization funds have been approved by the Senate and House.
- A&E appropriation will be higher than last year, estimating $800,000; recommendation will go to the Governor.
- Bill rewrite of criminal code concerns library. There are pieces of statute specific to theft of library materials to assign a criminal classification to the offense. Legislature will likely take the language out of the bill. Likely not to pass this year, but hopefully the next.
- Bill the would require State Library to publish on the Accountability Portal website federal funding over $1 million.
- Bill would require bond issues public. Movement to make things more accountable and viewable to citizens.

**State Library Report – Margaret Conroy – (Attachment B)**
Elizabeth Lang has been promoted in Wolfner. Filled the Special Services position. 1 vacancy for the Youth Services (split between Wolfner and Library Development).

Margaret explained the new grant process due to the State Library bumping up against their appropriation ceiling. Also explained what E-appropriation is and that the House and Senate are trying to get rid of it.

**Approval of minutes from November 2012 Council Meeting – (Attachment C)**
**Michelle Schmitt moved to approve the meeting minutes. Melissa Carr seconded. Unanimous council vote to approve the meeting minutes.**

**Announcements**
MOBIUS conference is in June in Jefferson City, MO.

**Open time for public to address the Council**
Public addressed the council when Secretary Kander and Abe Rakov were present.

**Adjournment**
1:20 pm Valerie Darst moved to adjourn the Council meeting. Melissa Carr seconded. Unanimous Council vote to adjourn meeting.