# Secretary's Council on Library Development

James C. Kirkpatrick Building
600 W Main, Jefferson City, MO 65101

<u>July 15, 2022</u>

**Members Present:** Rebecca Hamlett, Jennifer Thompson, Jane Mulvihill-Jones, Patrick Wall, Jennifer Baldwin, Beth Ann Caldarello, Peter Altschul, Emily Jaycox, Heather Hufstedler and Rachael Grime.

**Absent**: Rebecca Parker, Rita Gulstad, Melissa Hopkins and Katrina Stierholz

**Staff Present**: Robin Westphal, Kayla Collins, Kelley Kallmeyer, Clarissa Schmitz, Trish Vincent, Laura Kromer, Lori Brown, Randy Wright, Verhonda Winters, Matt Butler, Merideth Johnson, Lysha Thompson, Terry Blauvelt, Cory Mihalik, Janet Caruthers and Nora Wesselman.

**Guests Present**: None

The quarterly meeting of Secretary's Council was held Friday, July 15, 2022 in person and via Zoom. Rebecca Hamlett served as meeting chair. The meeting was called to order at 10:00 AM.

Council members and staff introduced themselves.

**Announcements**: None

**Meeting Minutes**
Hamlett asked for a vote and review of the July 23, 2021 meeting minutes. Wall made a motion to approve, Altschul seconded. Minutes approved by all, none opposed.

Hamlett asked for a vote and review of the May 13, 2022 meeting minutes. Wall made a motion to approve, Grime seconded. Minutes approved by all, none opposed.

**Secretary of State Office Update; Trish Vincent**
Vincent states that they just got through a budget cycle and there will be more money for libraries, even more than in the past. She also states that the budget for next year has started. There is not any new decision items for libraries but will try to continue the continuity of the money that they have. Vincent also states that a new election law has passed that requires voters to have a state issued ID.

**Wolfner Talking Book and Braille Library Update; Robin Westphal**
Westphal states that since we have new council members in attendance she wants to give a brief overview of Wolfner Library and its three divisions, which include the Recording Studio, Patron Services and Circulation. Westphal goes into more detail about the services provided by Wolfner Library as well as giving a few numbers and statistics from each division.

**Reference Services Update; Laura Kromer**
Kromer states that Reference Services main purpose is to be the library for state employees. They can provide all state employees with any library resources they may need to do their jobs as well as trainings and webinars. Kromer states that one of Reference Services biggest accomplishments would be the State Publications Access Program. It collects publications from each state agency all in one spot, which is helpful for state employee or public research.

**Library Development Update; Robin Westphal & Consultants**
Westphal states that she wants the consultants to introduce themselves and give a brief description of what they do for Library Development. Lysha Thompson, Youth Services Consultant takes care of the Summer Library Program Grants, is Missouri's representative for CSLP and works closely with public and school libraries. Merideth Johnson, Adult Services Consultant takes care of the Spotlight on Literacy and Show Me Steps Grants, Gale High School program, VetsNow and the Homeless Training Institute. Janet Caruthers, Technology and Resource Sharing Consultant takes care of the Technology Grants and oversees several statewide projects such as the Courier, OCLC, PLOUD and Missouri Evergreen. Matt Butler, Digitization Consultant takes care of the Digital Imaging Grants and is the point of contact for the Missouri Digital Heritage program. Cory Mihalik, Statistical Research Consultant coordinates the Public Library Survey, oversees the Missouri Census Data Center and also the distribution of State Aid. Terry Blauvelt, LSTA Grants Coordinator oversees all of the LSTA grants and processes.

**Presentation and Approval of FY23 LSTA Project Plan; Terry Blauvelt**
Blauvelt reads the FY23 LSTA Project Plan document, which includes statewide projects, short-term and long-term grants, and many other categories, which will use LSTA funding. He goes into detail of what each project plan category is and any increases or decreases in budget amount from the pervious plan. Hamlett asks for a vote to approve the FY23 LSTA Project Plan. Baldwin made a motion to approve, Wall seconded. FY23 LSTA Project Plan approved by all, none opposed.

**Presentation and Approval of LSTA 5-year Plan (2023-2027); Robin Westphal**
Westphal reads the LSTA 5 year plan for 2023-2027. The plan highlights the goals, strategies and targets that the Missouri State Library has for the next 5 years. Hamlett asks for a vote to approve and endorse the LSTA 5-year plan for 2023-2027. Wall made a motion to approve, Jaycox seconded. LSTA 5-year plan for 2023-2027 approved by all, none opposed.

**State Library Report; Robin Westphal**

Westphal states that the Athlete and Entertainer's funding source for the library is fully funded for the first time since 1998 and that the Missouri State Library is getting a little over 3 million dollars. She also states the legislature has given us an additional one million dollars in state aid funds. Lastly, Westphal shares that the Missouri State Library will be adding a brand new consultant position. This position will deal with the library management and administration for public libraries. This position will direct the training for managers and directors as well as creating library board trainings.

**New Council members-process and status; Robin Westphal**

Westphal gives an overview of the protocol of becoming a new member on the Secretary Council as well as stating how current members are able to stay until the last meeting of the year when their terms expire. The last meeting for several current Council members will be at the November 2022 meeting where we will have a full new set of Council members.

**Adjournment**

Hamlett called for a motion to adjourn. Caldarello made a motion to adjourn, Jaycox seconded. Approved unanimously. Meeting adjourned at 11:58 AM.

**Next Meeting:** TBD