

Secretary's Council on Library Development

James C. Kirkpatrick Building
600 W Main
Jefferson City, MO 65101
Conference Room 153
Jefferson City, MO

November 16, 2017

Members present: Donna Bacon, Beth Ann Caldarello, Shirley Lawler, Regina Cooper, Christie Lundy, Mary Beth Revels, Rita Gulstad, Michelle Schmitt, Sam Richardson, Rebecca Hamlett, Barbara Sheinbein, Katrina Stierholz

Absent: Sen. Jamilah Nasheed, Rep. Tommie Pierson, Rep. Kathryn Swan, Sen. Jeanie Riddle, Melissa L. Hopkins, Mollie Dinwiddie, Rebecca Marcum Parker

Guests: Gerald Brooks, Randy Scherr, Patrick Wall, Kathleen Gallagher, Rebecca Maddox, Renee Jackson, Mernie Maestas

Staff present: Debbie Musselman, Jennifer Thompson, Becky Wilson, Donna Riegel, Nicole Kleffner, Terry Blauvelt, Waheedah Bilal, Abbey Rimel, Regina Anderson, Lisa Stock, Trish Vincent, Steele Shippy

The quarterly meeting of Secretary's Council was held on Thursday, November 16th, 2017. Cooper served as meeting chair. The meeting was called to order at 10:00 AM.

Council members and staff introduced themselves.

Votes on Meeting Minutes

Cooper asked for a vote for approval of the July 28, 2017 meeting minutes. No corrections were needed. Revels motioned to approve, Schmitt seconded. Minutes approved, none opposed.

Recruitment for State Librarian Update

Vincent explained that the administration is still looking for the perfect candidate for the State Librarian position. There are some other states that are looking for State Librarians as well, and she is hoping there will be movement after the first of the year. Vincent stated that things are running well with Musselman as the Acting Assistant State Librarian, and the other staff are doing a great job as well. If anyone has any questions they may reach out to Vincent.

Missouri Legislative Update and FY18 and FY19 Library Appropriations

Brooks, Chair of the Missouri Library Association's Legislative Committee, stated the big discussion going on right now relating to legislation involving libraries is about firearms in public libraries. Brooks feels that libraries were inadvertently excluded from the original list of

locations in RSMO Chapter 571 that could allow or prohibit firearms on their premises and that this needs to be corrected legislatively. Many of the locations that can allow or prohibit firearms that are on the list are those that have a large number of children of children present, which is also the case at public libraries. Richardson talked about how in his library locations they have talked about and addressed this issue.

Scherr, the Missouri Library Association's Legislative Advocate, stated that revenues are about a percent and a half behind on what the appropriations were based on and where we are now. Scherr also talked about the article that was in the *Columbia Tribune*, "House Budget Leader: Lawmakers should Act to Prevent Loss from Federal Tax Changes. The article is a response by House Budget Committee Chairman Scott Fitzpatrick on the purposed federal tax bill. Musselman said a link to this article would be sent to Council members. Vincent stated that even though the state tax returns are coupled with federal tax returns, we don't know when the change would actually affect the Missouri budget. Scherr agreed.

Musselman relayed that Secretary Ashcroft's FY2019 budget requests included getting the state library appropriations back to the FY2015 amount.

Maestas, president of the Missouri Association of School Librarians, provided information on current school library concerns. Last year's legislative proposal died in session. This year they submitted a legislative proposal to Representative Swan on November 13, 2017, but have not yet received a response. There is also concern regarding proposed changes to the Missouri School Improvement Plan which would decrease expectations regarding certified school library staff and the role of libraries in supporting curriculum. A fiscal response from large urban school districts indicated a very large budget increase would be needed to provide certified librarians at each school location.

Musselman added the Museum and Library Services Act expired in 2016, but the Institute of Museum and Library Services (IMLS) is able to continue to function as long as its appropriation continues. However, they are not able to start any new initiatives. There will be a movement to have the Act reauthorization by the end of 2017, with a couple of new initiatives: including the use of digital driven tools to measure library impact and to enhance IMLS' ability to work with other federal agencies. In other news, the government passed a continuing resolution to keep the federal government running through December 8th. This keeps IMLS funding for FY2018 at the FY2017 level. There is a movement to ensure that funding continues for the full FY2018 fiscal year, and there is also positive movement on the FY2019 budget.

Public Libraries Reaching out to Serve People with Disabilities

Sheinbein decided after her first meeting that she wanted to see how well the public libraries serve people with visual disabilities. Sheinbein stated that Wolfner Library does an excellent job of working with people with visual impairments. Sheinbein visited a public library to see what other services were available to patrons who are blind or visually impaired and the staff she spoke with informed her there were no other library resources for the blind, which was incorrect.

Gallagher from the University Public Library talked about how they have been working on improving the services at their library for patrons with disabilities. They spoke of four different areas: Staff, Community Resources, Programming and Materials. Gallagher explained that they have training with the staff on giving them a feeling of what using the library is like for patrons with visual impairments. This has helped the staff understand the smallest things, that make a huge difference for these patrons. For Community Resources, the library had Rimel

attend a staff training on services that are available from Wolfner Library. The library also identified local organizations that work with patrons with disabilities, and provided staff with information on these services as well. As programs are developed, staff work to include elements to make the experience more accessible, such as providing books in multiple formats or having a strong audio presence. For materials, the library has added braille overlays on the audio collection to facilitate browsing the collection by someone who knows braille. Next steps will be to improve technology-based services.

Maddox from the Mid-Continent Public Library, said that in 2014 they purchased an UbiDuo device using grant funds. This portable device helps patrons who are deaf, hard-of-hearing, and have other communication barriers communicate with staff in real time. The devices are most heavily used at the Midwest Genealogy Center. Maddox talked about some barriers that have caused other branches to not use this device as much, including lack of awareness, need for continual promotion, and staff training. The library would be willing to loan out the devices to other libraries that are considering purchasing the device, but that would like to try out the UbiDuo first.

Jackson from the Cape Girardeau Public Library, participated in a Spotlight on Literacy grant last year. Through the grant, the library sought to improve services to patrons with special needs and their families. In consultation with agencies that served the target audience, the library purchased fidget objects and other manipulatives, a tablet with job skills and social skills apps, and special seating. The library provided special story time events for families of children with special needs and programs for adults with special needs. The programming for adults was most successful, is growing and will be continued. The family story times had low attendance and instead of continuing a separate story time for this group, they are now encouraged to attend regular story time sessions. In total they had 504 patrons attend the programs that were offered. Jackson stated this population can be difficult to reach, and working with other agencies in the area helped increase awareness of the library's programs.

Musselman spoke of the new training video series from the California State Library, on how to better serve patrons with mental health concerns. Wilson talked about her experience with watching them and explained that they are professional and demonstrate both correct and incorrect ways to deescalate difficult patron interactions. Revels and Wall added that they are great videos and they have been using them in staff training.

Update on Library Development

Wilson explained that the survey for the 2016 Summer Reading Program showed that participation at a statewide level has increased. There were 142 public libraries that held summer reading programs, and the overall participation increase by 0.7%, which is almost reaching 1,300 more people. Wilson explained that the State Library is moving forward on the 2018 Summer Reading Program, Libraries Rock!. The manuals went out in October. The State Library just held their Summer Reading Program workshops in October with 141 people attending. The webinars were held this week, to help reach the people that were unable to attend the live workshops. These webinars are also archived.

Wilson talked about new promotional materials to help expand the Racing to Read impact. Specifically, Racing to Read Partnership brochures, Cruise into Kindergarten brochures, and Tumblebook Bookmarks are now available and have been sent upon request to libraries with service populations of 100,000 or less.

Wilson talked about the Early Learning Collection Development grant. This is a new grant, targeting the libraries that have not received an early literacy grant to improve services and had low or no TumbleBooks usage. This grant opportunity was by invitation only and was sent to thirteen libraries with six accepting. The libraries that accepted the grant are: Caruthersville Public Library, Desloge Public Library, Lebanon-Laclede County Library, Reynolds County Library, Rock Hill Public Library, and Valley Park Community Library. As part of the grant requirements, the library must provide storytimes or early learner events, and agree to promote TumbleBook Library Deluxe to their community.

Anderson is the new Grants Officer and has seven years of experience with managing federal grants in the Missouri Department of Economic Development/Workforce Development. The LSTA FY 2018-2022 has been approved by IMLS with funding for statewide and local projects. Summer Library Program grant applications were due on November 13, 2017, and so far the State Library has received 41 applications with the requested amount of \$500,090. However, the State Library has only allocated \$282,137, so the State Library will be doing budget adjustments to try and close the gap.

Musselman explained that the Digital Public Library of America went to a paid membership model this fall, with the membership fee of \$10,000 for the Missouri Hub (MOHub), of which the State Library is a member. MOHub has decided to decline paid membership this year hoping that the technical problems will be resolved. In other news, a Digitization Summit will be held on March 14, 2017 in Jefferson City as a preconference to the Missouri Conference on History. This event will offer institutions an opportunity to showcase recent digitalization projects, develop partnerships, and strategize for future digitization efforts. One topic of discussion is expected to be on identifying and digitizing materials in support of Missouri's Bicentennial in 2021.

Thompson explained that Edge was offered to public libraries last year that were state aid eligible and had total revenues of \$500,00 or less. Seven libraries actively participated. They were Polk County Library, Washington Public Library, Barton County Library, Morgan County Library, West Plains Public Library, Farmington Public Library, and Stone County Library. The evaluations showed that this would be great for libraries that have new directors and those libraries that are not up-to-date with their technology. The State Library renewed the contract with Urban Libraries Council for a second Edge Cohort, targeting libraries with revenues of less than \$200,000 and with new directors in the past 2 or 3 years. The libraries in this contract are Albany Carnegie Public Library, Sikeston Public Library, Caruthersville Public Library, De Soto Public Library, Montgomery City Public Library, Little Dixie Regional Libraries, Mexico-Audrain County Library, Pulaski County Library, and Daviess County Library. These libraries will receive priority when they apply for a technology grant when they have needs that have been identified from the Edge assessment.

Stock joined the team with a Masters' in Library Science from Mizzou and varied other adult education. Increasing librarian awareness and support for workforce development is a key area Stock is working on.

Stock recently attended a discussion on gun violence and libraries. At this meeting, public library staff remarked how unprepared they are to handle safety issues from gun violence, to drug situations, to deescalating tense interactions. Stock is currently working on developing a regional training on how to best manage these situations.

Stock reported that the newly created Missouri Adult Community Engagement (MOACE) list continues to grow and now has 71 members.

Blauvelt explained that the 2020 Census will be different than in the past, with the census mainly conducted electronically instead of a paper submission. Citizens will receive a card in the mail with their unique Census identification code which they will then use to go online and report their household data using a computer, tablet or smartphone. Currently efforts involve the Local Update of Census Address (LUCA) which is to be completed by December 15, 2017. It is important to make sure that this data is up to date as it is a foundational part in preparing for the 2020 Census. Vincent stated it is important for population counts to be accurate as this information is later used in allocating state and federal funds.

Update on State Documents Conference and Reference Services

Bilal and her staff successfully co-sponsored the Missouri State Government Information Conference, *Sunshine and Missouri's Digital Future*, on November 3, 2017. There were excellent presentations throughout the day. Bilal, Laura Kromer the Government Documents Librarian, Julie Cox the Outreach and Training Librarian, and Renee McHenry the MoDOT Librarian all attended the conference. Kromer and McHenry provided strong presentations that were well-received.

Bilal reported that Tammie Busch joined the Reference Services staff in September as the Cataloging and Metadata Librarian. She comes to the State Library with a background in cataloging.

Update on Wolfner Talking Book and Braille Library

Riegel reported that the National Library Services (NLS) has discontinued the conversion of audio cassette titles to digital format, and Wolfner Library has decided to stop circulating the cassette collection and providing cassette machines effective January 1, 2018.

Circulation increased by 5% over FY2016, which was within expectations.

On October 12, World Vision Day, Secretary Ashcroft presented the Calvary Lutheran Braille Club with certificates of appreciation for the work they do for Wolfner Library.

Ashcroft has been very appreciative of the work that Wolfner Library does, and completed several children's book in the recording studio. Wolfner Library produces around 40-50 audio recording of books a year, currently over 300 titles have been completed and shared nationally.

Summer Reading Program increased by 15% from last year, with registrations reaching 123 participants. Eighty-five participants completed the program which is a 69% of the total participations. This is the highest rate in 10 years.

The first year of Wolfner Library's Racing to Read Early Literacy is coming to an end, with nine participants receiving graduation certificates and t-shirts in December. It is expected that sixteen additional participants will complete the program next year.

Wolfner Library offers three adult book clubs, with around 20 participants considered to be regulars. Wolfner Library will also have an Adult Winter Reading Program which will run from January through March, with this year's theme being Read-Alikes.

Five of the seven Veteran's Home throughout the state participant in The Veteran's Home Deposit Collection.

Circulation of large print materials for adults has increased 49% over the previous year.

This year, outreach focused on reaching health professionals who may be referral agents for Wolfner Library. Outreach also expanded to include religious organizations.

Finally, Wolfner Library staff recently finished testing a Mobile Cartridge Device (MOCA). MOCA delivers digital books wirelessly. The next stage of the test will include patrons who live in remote areas to test cellular connections outside. There will be no cost to the patron for this service.

Sheinbein asked if there is currently any accessible eBook service that is not within the Libraries for the Blind and Physically Handicapped Network. Riegel stated Kindle audiobooks are considered accessible, but she was unaware of any other option. Revels asked if Axis360 was accessible, but staff were unsure. This resource will be evaluated and reported on at a future Council meeting.

Council Members is Terms Expiring in December 2017

Revels and Cooper accepted another term on the Council. Bacon and Schmitt have second terms that will expire at the end of this year. In 2018 Susan Burton will represent Library Service Providers and Heather Hufstedler will represent School Libraries on the Council. Legislative terms are expiring or have expired. Vincent reported the Office is looking into turning these into ex-officio positions, so replacements have not been sought at this time.

Meeting Dates and New Chair for Two Year Term

Proposed meeting dates for 2018 are March 23, or April 6 for the in person meeting, July 13 or 27 for an online meeting, and November 9 or 15 for the final meeting of the year. A poll will be sent to next year's Council members to determine best dates.

Council voted for Cooper to take the chair for a two-year term. Richardson motioned to approve, Revels seconded. Cooper to serve as chair for two-year term, none opposed.

Adjournment

Cooper called for adjournment. Schmitt moved, Lawler seconded. None opposed. Meeting adjourned at 12:22 p.m.