

Missouri State Library
Secretary's Council on Library Development
Meeting Minutes

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

May 2, 2025

Members Present: Patrick Wall, Jennifer Baldwin, Jane Mulvihill-Jones, Emily Jaycox, Amber Carr, Kirsten Shaw, Jessica Hill, and Rachael Grime

Absent: Angela Wells, Heather Hufstedler, and Jennifer Thompson

Staff Present: Janet Caruthers, Kayla Collins, Clarissa Schmitz, Kathleen Schmidt, Laura Kromer, Lori Brown, Brandon Lammers, Katie Dunne, Merideth Johnson, Jefferson Hulbert, Terry Blauvelt and Cory Mihalik

Guests Present: None

The quarterly meeting of Secretary's Council was held Friday, May 2, 2025 in person and via Zoom. Patrick Wall served as meeting chair. The meeting was called to order at 10:01 AM.

Council members and staff introduced themselves.

Announcements: None

Meeting Minutes: Wall asked for a vote and review of the November 15, 2024 meeting minutes. Jaycox made a motion to approve, Mulvihill-Jones seconded. Minutes approved by all, none opposed.

Secretary of State Office Update; Claudia Sands
No SOS administration present at meeting.

IMLS & Legislative Updates; Janet Caruthers

Janet Caruthers, State Librarian, starts by stating that we have created a Secretary Council email distribution list to keep the Council aware about happenings at the State Library and IMLS updates on federal funding information that is pertinent to know. Caruthers mentioned that currently there are 10-12 IMLS staff members back in their offices and we have been able to request drawdowns for FY2024 and FY2025 funds. These funds are being processed at the normal 5-7 business day timeframe. For

FY2025 funds we received an advanced allocation of 25% of the full award in January and on April 22 we received another 25% which gives us half of our normal full award. Caruthers stated we are unsure if the State Library will receive the remaining half. The State Library was asked to provide answers to three questions regarding any DEI projects, what we use funding for and what we plan to do for the 250th anniversary of America from IMLS. Caruthers is working with the SOS administration to get this completed. There has been no indication that the answers we provide will give us the remaining award from IMLS that we typically receive. Caruthers also mentioned that we created two surveys for public library directors to let us know what LSTA and REAL programs are most important to them if we do not receive full funding. Cory Mihalik, Statistical Research Consultant, gave an overview of those results with Courier being one of the most important followed by Summer Library Program Grants. Caruthers gave a brief overview of the State Library's contingency plan on how to fund the top projects with only 50% funding currently and that will include Wolfner employee payroll, Technology Ladder, Spotlight and Summer Library program grants, Courier service, Missouri Evergreen and a few administrative costs. Some costs may be moved to state funds such as Missouri Digital Heritage and postage for STEM kits. Lastly, Caruthers gave an overview and update on the legislative bills through the house and senate that have verbiage dealing with libraries that include HB 903, HB 1146, SB 276, SB 396 and more.

Review of Secretary Council Protocols; Janet Caruthers & Council

Protocols for Secretary Council on Library Development were distributed among Council Members. The protocols explain the Council's guidelines and representatives. We currently have open positions on the Council roster that we would like to fill. Suggestions for vacant council member seats can be made by current Secretary Council members and sent to Patrick Wall. Secretary Council members will also review the protocols and go over any changes they wish to make at the next meeting as those have not been updated since November of 2018.

Wolfner Talking Book & Braille Library; Lori Brown & Brandon Lammers

Lori Brown, Public Services Director, stated Wolfner had a 1% increase in patronage from the year prior which is a great accomplishment. Brown mentioned that Wolfner is trying to enhance their Early Literacy Program because there are very limited resources for parents to get for the 0–6-year age range. The Friends of Wolfner Library pay for these programs and are in favor of expanding. So far, Wolfner has increased the program by 20 youth users and expect it to continue to grow. Brown stated Wolfner will conduct its Patron Satisfaction Survey this summer which will be available to fill out on the Wolfner website or calling in and speaking with an advisor. Patrons can also request a large print copy to be sent in the mail. Wolfner has been promoting the survey on every audio cartridge sent out with the help of Duplication on Demand and expect the biggest response this year. Brown also talked about the new generation audio player referred to as the DA2 (Digital Audio 2). Wolfner is scheduled to get 1,100 of these devices and they should have them delivered to patrons by the end of the year. The

major differences between the second and first generation is the DA2 has Bluetooth, Wi-Fi, and patrons can download directly from BARD. It also will fit 80-100 audio books. Lastly, Brown talked about the Parental Acknowledgment form that is now required to have if a patron is under the age of 18 per the National Library Service. Wolfner has made 1,748 attempts to get 347 youth forms signed. As of May 5, accounts will get suspended if Wolfner does not have the signed forms from parents and guardians. Brandon Lammers, Recording Studio Manager, started off with the big production they will be working on this year, which is the Nutcracker and the Mouse King. The production will include 30-38 narrators of all age ranges and will also have group narrations, music and sound effects. Lammers mentioned the home narration program that started last year is going really well. They have four at-home narrators and this has enabled Wolfner to reach more volunteers with a quicker recording turnover rate. These volunteers are able to record on their own time and do not have office hour restrictions. At-home volunteers have recorded a total of 132 hours at home from January 1 – March 31. Lammers also states they will be adding four more volunteers over the next couple weeks, which will bring the recording studio up to having 58 volunteers. Lastly, Lammers stated that the Wolfner Volunteer Luncheon is coming up on May 16 and is a celebration to thank the volunteers for their hard work and dedication. It is provided and paid for by the Friends of Wolfner Library.

Reference Services; Laura Kromer

Laura Kromer, Reference Services Director, started off by stating that Reference Services has hit a major milestone with 8,000 library cardholders. They have typically hovered around 2,000 to 3,000 cardholders due to state employee turnover rates. She stated that they have added more e-resources and increased marketing and outreach strategies to reach more state employees that includes advertising Libby on the human resources portal. Kromer stated that during National Library Week they sent an email to all 8,000 cardholders to remind them they have a library card to utilize and to also advertise their Webinar Archive and the Beyond the Stacks monthly newsletter. Kromer also stated the State Library will have two part time interns this summer. One of the interns will help with all State Library divisions and the other will work on Reference projects as she is going to Mizzou for her Masters in Library Science. Lastly, Kromer stated they are currently working on organizing 45 years' worth of Executive Orders from governors. She said that state employees use these resources constantly and they want to provide the best access to these documents.

Library Development; Consultants

Merideth Johnson, Adult Services Consultant, talked about the Lifetime Arts Grant cancellation due to a majority of the Laura Bush IMLS grants getting cut with only 3 months left of the 5-year project. She stated she hopes it can continue in another way due to all of the great work that was completed during the project. Jefferson Hulbert, Library Technology Specialist, gave a quick update on Ploud. He stated there are currently 43 active libraries with 4 more in development. Hulbert also talked a bit on funding, how much it costs per library to run the program and that we might use

MOREnet Real funding, if need be, to fund the project. Katie Dunne, Youth Services Consultant, expressed her concern for funding on her projects such as TeachingBooks, STEM Kits and the Summer Library Programs. She stated these programs really help libraries and hopes they can continue. Cory Mihalik, Statistical Research Consultant, mentioned that quarters 3 & 4 for FY25 State Aid, Equalization, Small Municipal Library, and Athletes and Entertainers payments have been processed. He also stated that the Missouri State Library is planning library visits and regions have been assigned to each consultant. Terry Blauvelt, Library Development Coordinator, gave a quick overview of a court order that was just released from the District of Columbia and stated that the government cannot take anymore action to dissolve IMLS operations, no more staff can be placed on admin leave, no more termination of staff, and it cannot pause, cancel, or fail to fund IMLS grants. Blauvelt stated this is good news for IMLS and is hopeful that we will get the remainder of our award. Blauvelt also stated there are many grant reports Library Development is working on and 21 Tech Ladder grants that will be awarded soon.

State Library Report; Janet Caruthers

Janet Caruthers, State Librarian, started off by stating that she officially became State Librarian as of February 1, 2025. Since then, there have been several things dealt with including a press release from Secretary Hoskins about ICE-rights flyers being posted in libraries, the temporary 'suspension' of state funds to OverDrive for SORA due to concern about parental controls and minors' access to the content, and decisions on whether or not we will continue to fund OverDrive/SORA if we do not receive the remaining LSTA award. Caruthers also mentioned that one of her goals is to increase communication within the State Library staff, Public Libraries and the Secretary Council. Lastly, Caruthers expressed her thanks for the support over the last few months to Council and staff.

Adjournment: Wall asked for a motion to adjourn. Jaycox made a motion to approve, Mulvihill-Jones seconded. Approved by all, none opposed. Meeting adjourned at 12:07 PM.

Next Meeting: August 1, 2025