

Secretary's Council on Library Development

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

April 9, 2021

Members present: Wicky Sleight, Jane Mulvihill-Jones, Patrick Wall, Rachael Grime, Peter Altschul, Jaimie Foulk, Melissa Hopkins, Beth Ann Caldarello, Katrina Stierholz, Rebecca Hamlett, Rita Gulstad and Heather Hufstedler

Absent: Rebecca Parker

Staff present: Robin Westphal, Debbie Musselman, Kayla Collins, Kelley Kallmeyer, Trish Vincent, Leslie Bowman, Laura Kromer, Julie Cox, Matt Butler, Merideth Johnson, Lysa Thompson, Terry Blauvelt, Cory Mihalik and Janet Caruthers

Guests Present:

The quarterly meeting of Secretary's Council was held Friday, April 9, 2021 via Zoom. Westphal started the meeting and asked for a vote to endorse Wicky Sleight as Council Chair and Rebecca Hamlett as Vice Chair. Wall made a motion to approve, Gulstad seconded. All approved, none opposed. Wicky Sleight served as meeting chair the rest of the meeting. The meeting was called to order at 10:00 AM.

Council members and staff introduced themselves.

Announcements:

November Meeting Minutes

Sleight asked for a vote and review of the November 20, 2020 meeting minutes. Altschul made a motion to approve, Gulstad seconded. Minutes approved, none opposed.

Secretary of State Office Update; Trish Vincent

Vincent states that the budget for the libraries is currently working its way through the Senate. She states that all funding that was asked for in regards to libraries was supported thus far. The Secretary of State continues to fight for library funding, Vincent added.

Wolfner Talking Book and Braille Library Update; Leslie Bowman

Bowman states they are still quarantining mail that comes in but will reevaluate this process as needed. The recording booth is operating at 50% of the usual schedule

capacity until May 1 when they will go to 75% operating capacity. Bowman states that there are new programs that the Wolfner Library is working on and one is with the Securities Division in the SOS Office. They will be doing trainings on preventing financial fraud as well as retirement planning. Wolfner Library also has author visits scheduled via Zoom and nine events for the youth summer reading program, which includes virtual zoo experiences. Bowman also gave an overview of the patron statistics, recording studio numbers and circulation numbers. Lastly, Bowman gave an overview of several new programs. Duplication on Demand (DOD) will begin April 15. This will allow patrons to have more than one book per cartridge. Each cartridge customized to the patrons' reading preferences. There is also a voice activated book reader that is being tested along with a refreshable braille display.

Reference Services Update; Laura Kromer and Julie Cox

Kromer reported that in 2020, Reference Services processed more library cards than ever before, answered more chat questions and filled Interlibrary Loan requests at the same rate despite all the challenges created by the pandemic. Reference Services goals for 2021 are to continue to improve the patron experience and better serve Missouri employees and citizens. Enhancements to the website and card catalog are being made. New reference resources, including an online video platform, are forthcoming. In addition, the staff is uploading government documents and providing outreach to state employees. *Beyond the Stacks*, the department newsletter is created and distributed to state employees every month. Julie Cox gives a brief virtual tour of the department guides that Reference Services is working on. The team curates information for each state agency. They include elements such as featured books, on topics related to specific departments and news updates that could specifically be relevant for that department.

Library Development Update; Debbie Musselman and Team Members

Musselman gives a brief overview of projects that are currently being worked on which includes the 5 year evaluation for the FY2018-FY2022 plan as well as the new plan for FY2023-FY2027. Matt Butler, Digitization Consultant, oversees the Missouri Digital Heritage program, reviews the Digital Imaging grants, and is the contact person for the digital collections platform known as ContentDM as well as the contact person for the Digital Public Library of America. Janet Caruthers, Technology and Resource Sharing Consultant, oversees the REAL program and Show Me the World program which includes statewide courier service, Missouri Evergreen and Interlibrary Loan program. Caruthers also oversees all technology grants. She states the new technology project is the creation of websites for small libraries; known as Ploud. Merideth Johnson, Adult Services Consultant, oversees all of the continuing education for adults, reviews the Author Visit and Show Me Step grants, hosts the Adult Forum series each month and has created several partnerships for webinar series. Lysha Thompson, Youth Services Consultant, oversees the Summer Reading Program grant, supports all youth services librarians with trainings and forums and works with the Transforming Teens Services group. Cory Mihalik, Statistical Research Consultant, is the data coordinator for the

Public Library Survey and the data coordinator for the Missouri US Census. He also assists in the distribution for State Aid, Athletes and Entertainers and Equalization funds. Mihalik gives a brief overview of the Public Library Survey Results for 2020, which included total library visits, internet usage, collections, circulation data, programming and finances statistics.

SFY2022 LSTA Plain; Terry Blauvelt

Terry Blauvelt, Grants Officer, gives a detailed overview of the FY2022 LSTA Plan. The FY2022 Plan consists of budget estimates for LSTA Statewide Projects, Early Literacy Improvement, STEM Kits, Wolfner Talking Book and Braille Library, Staff and Administration Training, Continuing Education for Academic Staff, Library Development, and all Missouri State Library Grants including Tech Mini, Digital Imaging, Bicentennial Programs and Summer Library Program Grants. The proposed estimated budget for the FY2022 LSTA Plan is \$3,160,515. Sleight called for a motion to endorse the FY2022 LSTA Plan. Wall made a motion to move, Grime seconded. Plan endorsed, none opposed.

State Library Report; Robin Westphal

Westphal provides an overview of the American Rescue Plan Act and how state libraries will manage the funding provided.. The Missouri State Library is developing a plan to allocate these funds by September 2022. Westphal also talks about the State Library's Bicentennial programs. Wolfner Library had a Bicentennial Winter Reading Program, as well as currently incorporating Missouri authors and books into summer programming. Reference Services has created a Library Guide specifically geared toward the Bicentennial that provides information about events, Missouri history and also has fun quizzes. The Missouri State Library is also using an online reading challenge product, Beanstack, to help Missourians journey across the state with a Read Across Missouri program. This allows you to do 'challenges' which includes reading by authors or are set in specific geographic regions. The Bicentennial Plan also includes a scavenger hunt each month through Missouri Digital Heritage.

Next Meeting: TBD

Adjournment

Sleight called for a motion to adjourn. Altschul moved, Gulstad seconded. Approved unanimously. Meeting adjourned at 1:00 PM.