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Wolfner Advisory Council Meeting Minutes

James C. Kirkpatrick State Information Center
October 21, 2022

Welcome/ Call to Order

Roll Call

Peter Altschul
Lori Brown
Katy Cawdron
Scott Clark
Kayla Collins
Melissa Kane
Lisa Kincaid

Rita McGuire
Mike McQueen
Walt Ross
Clarissa Schmitz
Trish Vincent
Robin Westphal
Verhonda Winters
Randy Wright

Absent

Mandy Dovin
Kathleen Gallagher
Gretchen Maune
Paul Mimms

Approval of Minutes for July 22, 2022

Motion: Walt Ross

Seconded: Rita McGuire

Vote: All approved

Executive Deputy Secretary of State - Trish Vincent

Vincent began by explaining the changes with House Bill 1878, a new election bill that requires voters to present a photo ID to vote. She also explained that during the polls, there will be individuals assisting patrons with sight issues, and accessible machines will be available. Lastly, Vincent said the showing of an ID to vote is important and notes there has been an increase in voter registrations this election year.

Advisory Council comments: McGuire stated that a lot of people do not know about the voting law requiring a photo ID. She explained it would be helpful for everyone to share this information. Vincent explained that Brown will send out an email with voting information to all of their patrons.

State Librarian - Robin Westphal

Westphal started off with discussing the first in person, New Director Orientation. There were 22 new public library directors in attendance. She explained that during the training, Brown spoke greatly about Wolfner and everything they do. Westphal also discussed the new Administration and Management Consultant position on the Library Development Team. Dr. Diana Very's position will benefit the libraries when they need assistance with anything managerial, and she will continue to develop future trainings for library directors as well. Westphal went on to discuss that Reference Services had 300+ new library card signups for the month of September. To help promote their services, the State Library conducted an open house which allowed the staff of the Secretary of State's office to learn about each division of the library.

Wolfner Library Director's Report - Robin Westphal

Westphal opened up with the introduction of the new Adult Services Librarian, Jami Livingston, and how all of her experience will benefit Wolfner. Being a public library director previously, and having familiarity with Wolfner, Livingston will be a great fit. Westphal went into discussing Wolfner's digital newsletter. The newsletter comes in braille, an option to download, a cartridge, and large print. She also mentioned a video that was created by the Secretary of State's Communications Department to help explain the creation process of the newsletter. Westphal said we have been promoting the video so everyone can know what goes into creating the newsletter. To finish, Westphal discussed Wolfner's strong outreach efforts and how they continue to promote their services to the public.

Advisory Council comments: McGuire made the suggestion of sending outreach to State Representatives. Westphal welcomed the idea of sending the newsletter to representatives to help inform them of Wolfner.

Director of Public Services - Lori Brown

Brown began with giving a few statistics from the Reader Advisors team. In the last three months, our Reader Advisors have received 3,000 calls from patrons and have made 2,800 calls out to patrons. We have also activated

232 new patrons. Brown discussed getting in contact with about 1,000 inactive patrons, with the assistance of the Circulation Department. We learned that some patrons were deceased, some did not have updated contact information, and we re-initiated services for many of those inactive patrons. Brown mentioned how busy they have been with their outreach efforts. She said how Kincaid has attended educator events, registered schools, and contacted educators about certifying reading disabilities. Brown spoke highly of her time spent at the MCB convention and hopes to be invited again next year. She also discussed the new programs being offered to our patrons by NLS and an update on their machines.

Director of Circulation Services - Verhonda Winters

Winters started off with sharing some circulation statistics. The team has sent out 29,299 book order cartridges with 123,812 titles on them. Additionally, we have sent out 4,138 single items such as braille books, large print books, DVDs, games, and equipment. Winters also mentioned 2,203 cartridges were used to send the fall newsletter out to patrons. The circulation team has also been busy with moving the braille collection in the compact shelves to increase space for incoming new braille.

Director of Production and Special Projects - Randy Wright

Wright opened with some production statistics. In 62 working days, 39 volunteers donated 1,092 hours to Wolfner's recording services onsite. In addition, there have been 193 hours of reviewing at home, and 6 hours of at-home volunteer braille services. This will bring the total number of volunteer hours to 1,291. Wright remarked that the monthly volunteer hours for August reached 500 for the first time. He also noted, in braille production, there were 133 copies of the fall newsletter produced. Furthermore, Wright discussed the updates to Wolfner's website that will improve the user experience for patrons.

Adult Services – Robin Westphal

Westphal began with discussing the Adult Winter Reading Program that will start in January. She also talked about Jami Livingston joining the team as the new Adult Services Librarian. Westphal stated how excited she is for Livingston to be here to help manage another successful Adult Winter Reading Program.

Youth Services – Lisa Kincaid

Kincaid started off highlighting the Adult Winter Reading Program. The program will be set up as a round of Library Bingo. Patrons will get to pick out ideas from the Bingo card to help them try out new reading material. Everyone who reads and logs five books will receive a prize and their name will be entered in a drawing. Kincaid also discussed the Mail & Make program. She stated the program started with 21 participants last fall, and it has increased to 44 participants currently. Kincaid hopes to send out a total of six projects to participants throughout the next year. She also mentioned there are 50 schools actively receiving library services for this school year, with at least ten more schools that are in the process of becoming active.

Meeting Adjournment

Motion: Walt Ross

Second: Katy Cawdron

Vote: All approved