



Library Council of Washington

March 6, 2003

Washington State Library
Olympia, WA

LCW PRESENT

Carol Cahill, Public Libraries
Kevin Comerford, Information Technology
Eve Datisman, School Libraries
Michael Eisenberg, Ex-Officio, iSchool
Nancy Graf, School Libraries
Yazmin Mehdi, Cultural Diversity
Lisa A. Oberg, Special Libraries

Linda Pierce, Academic 4-Year
Deborah L. Reck, Disadvantaged
Nola Sterling, Special Libraries
Leonoor Ingraham-Swets, Academic –2 Year
Jan Walsh, Ex-Officio, State Librarian, WSL
Sharon Winters, Information Technology
Bruce Ziegman, Public Libraries

WSL PRESENT

Rand Simmons, Library Development
Program Manager
Jeff Martin, LSTA Administrator
Karen Goettling, Consultant
Anne Yarbrough, Secretary Administrative
Tamara Georgick, Consultant

SPECIAL GUESTS

Kathryn Hamilton-Wang, NW & Historical
Collections Outreach Coordinator, WSL
Martha Shinnors, Consultant, WSL

WELCOME AND INTRODUCTIONS

The Library Council of Washington meeting was called to order by Sharon Winters, Chair. Jan Walsh, State Librarian, welcomed the Council to the State Library. Attendees all introduced themselves.

APPROVAL OF JANUARY 8, 2003 MEETING NOTES

The January 8, 2003 meeting notes were approved without changes.

REVIEW MEETING AGENDA

The agenda was reviewed and two additions were made.

UPDATE ON WSL

Jan reported that the House restored Library funding for the current fiscal year. Helen Sommers, chair of the House Appropriations Committee, said the House had heard from many, many people in support of the library. The new biennium House budget is expected around March 17.

The Library is willing to take its fair share of the state's budget cuts, but the proposed Governor's biennial budget goes too far, leaving only 17.8 state-funded FTEs (only 2

FTEs in customer service). Among other repercussions of the cuts, the federal depository will need to be returned at our expense, estimated at \$1 million.

A discussion followed about how Library supporters should be encouraged to express their opinions to the Governor and the legislature in a polite, non-insulting manner.

Jan thanked the Council for all it has done to support the library.

UPDATE ON LSTA RE-AUTHORIZATION AND CONGRESSIONAL APPROPRIATION FOR FFY2003 – IMPACT ON SCHEDULING

Jeff reported that the House of Representatives is expected to soon pass H.R. 13 - the bill reauthorizing LSTA as part of the Museum and Library Services Act of 2003. (*Note: H.R. 13 passed March 8, by a margin of 416-2.*)

Congress passed an Appropriations bill providing funding for Fiscal Year 2003; the President signed it on February 20, 2003. IMLS budget is \$245 million, a \$35 million increase over the 2003 request, although most of the increase is directed to fund specific projects. Funding for the LSTA Grants Program may increase slightly. WSL expects to receive the letter of award and announce grant cycles by the end of March.

The President's proposed budget for Fiscal Year 2004 has been released. IMLS' proposed budget is \$242 million, a \$32 million increase over the President's 2003 request, including a \$15 million increase for Library State Grants program.

ASSESSMENT TEAM REPORT

Jeff presented a report of the January 14 assessment sub-committee's meeting. Some of the conclusions of that meeting were:

- Assessment should focus not only on data but also on anecdotes and stories that put a personal face on the data.
- Assessment should be a part of every statewide initiative proposal.
- Assessment skills should be built first among Library Council members and WSL Library Development staff, and then with advisory committees implementing statewide initiatives
- 2004 Funds should be set aside for assessment training

Jeff reported that IMLS is offering in-state Outreach Based Evaluation (OBE) training. IMLS would provide trainers for a 1-2 day workshop and follow-up. Rand contacted Idaho State Library to find out what they had to say about the training they received from IMLS. Idaho said that it was high quality training and a good assessment method to use for some LSTA projects and sub-grants. Idaho plans to add OBE to the agency's new strategic plan and their LSTA plan.

Rand pointed out that this assessment tool would not apply to all our projects, i.e., SDL.

MARKETING RELATED TO PROJECTS

Jeff led a discussion on marketing in proposals, particular VRS and SDL. There needs to be a coordinated approach to marketing all projects.

Rand reported that the Marketing Initiative has a project designation and a CQ completed for a Public Information Office 4. The project will start as soon as the FY2003 funding arrives from IMLS; the new PIO4 will probably be hired in May.

A potential list of advisory committee members of no more than 15 is being developed. Please let Karen know if you have any suggestions.

To market the WSL, IMLS, LSTA, as well as local libraries, Jan and Secretary of State Sam Reed plan to present sub-grant awards in person and invite the local media to cover the events.

The new sub-grant contracts will include a requirement to give WSL and IMLS credit for funding the projects.

The Marketing initiative may add other ideas and suggestions.

MIKE EISENBERG IN SCHOOL LIBRARY JOURNAL

Mike gave a few details on his article in the September 2002 School Library Journal, "This Man Wants to Change Your Job". A simple but powerful strategy was developed for school librarians to use to transform their programs into vibrant elements of a K-12 education: A (articulate a vision and agenda), B (be strategic), C (communicate continuously). This strategy would enhance the visibility and effectiveness of school libraries.

PRESENTATION ON K-12 INITIATIVE

Martha and Nancy gave a PowerPoint presentation on the K-12 Initiative. The K-12 School Library Initiative, in partnership with the Office of Superintendent of Public Instruction, provides school librarians with the skills, tools, and training needed to make a positive impact on student achievement. The initiative focuses on curriculum development, collaboration, technology resources, leadership and advocacy, and evaluation.

There will be K-12 Train-the-Trainer sessions at the UW April 29-30, 2003, with Dr. Betty Marcoux, Assistant Professor, iSchool, and curriculum consultant to the K-12 Initiative, and Mike Eisenberg, Dean of the iSchool, using the ARCS model. The trainers' video-conference will be June 26, 2003, and a summer training will be presented at 9 ESDs on August 11-12, 2003. There will be a dedicated Web site, currently under development, with resources, surveys, tool-kits, events, evaluation, etc.

The K-12 initiative partners want the project to be a model for the country, so they are taking it to national conferences, i.e., American Association of School Librarians.

COUNCIL CONTACTS

The Council contacts list was reviewed and minor changes were made. Council requested that sponsors of initiatives also be listed.

There was a discussion about the LCW electronic newsletter. A suggestion was made that the newsletter needs to be shorter, with key points and action items. There was also concern that it was not reaching the small libraries which might not be on the list servs currently being used. An outlook email list of smaller libraries will be created so they could be included. Posting the newsletter to the LCW web page was discussed, but decided against.

Rand thanked the Council for reposting the informational emails he sends out.

LCW DRAFT BROCHURE

Jeff introduced the LCW draft brochure. A few corrections/suggestions were made. The present plan is to print 1,000 copies, 50 to each Council member, and the remainder for conferences and workshops.

TOUR OF HOST FACILITY

Jan introduced Kathryn Hamilton-Wang, the State Library's NW & Historical Collections Outreach Coordinator. Kathryn provided a viewing of two historic maps in the State Library's collection which have recently been professionally restored and cataloged as part of the Washington Territorial Sesquicentennial Project. One is a postal route map showing the post offices and mail routes, including water routes, in operation in 1897. The other, dated 1881, covers the Northwest and shows old camps, railroad routes, and wagon roads. The goal is to restore 3 maps per year. At the close of the meeting, Kathryn provided a tour of the Northwest Historic Collection, consisting of approximately 400 titles Governor Isaac Stevens selected to represent the knowledge he thought necessary for territorial government's use.

DISCUSSION OF LIBRARIES AS PROMOTERS OF DEMOCRACY

Carol and Linda led a lengthy discussion of libraries as promoters and defenders of democracy. Part of the discussion covered:

- Whose needs are the library meeting?
- How can "public good" be defined?
- The high correlation between voters and library card holders.
- What are we teaching our children on intellectual freedom?
- Should political forums be held at the library?
- How can libraries help with elections?
- How do we ensure neutrality?
- Secretary of State is the keeper of democracy in WA State
- Where do we go from here? Answer: Talk to others, including the Secretary of State.

Carol handed out two of the informational flyers Port Townsend Public Library and Jefferson County Library developed called "Understanding a Changed World: Focus on Iraq" and "Understanding a Changed World: Staying Informed About World Events". These flyers list books; audiovisual; internet resources, and magazines with news, analysis, and commentary on current issues.

THE PRIORITIES OF COUNCIL

- Assessment:
 - We want to use proven methods of assessment.
 - We must avoid bureaucracy—keep it simple.
 - IMLS provides a 2-tiered OBE (out-based evaluation) workshop that covers the basics of assessment. It was agreed that WSL Library Development staff should take the full training and a select few Council members should take the shorter overview training.
 - We need to gather both soft data that is useful for the IMSL annual report, and hard data that is what the legislature wants.
- Recruitment
 - Mike was asked, "Are we training enough new librarians to replace the aging librarians?" He said there is a small, but not dramatic, gap.
 - Paraprofessionals could be encouraged to become librarians—"grow them from within".
 - Many librarians don't want to move into management or leadership positions.
 - Much emphasis is placed on recruiting new librarians—what about the mid-career librarians?

- Why don't we have library continuing education requirements to ensure that mid-career staff receives the latest, up-to-date training?

These issues will be on the agenda for discussion at the next meeting and Mike will ask Joe Janes, Chair of Library and Information Science at the iSchool, to lead a discussion on leadership.

WLA CONFERENCE, COUNCIL MARKETING, LCW BROCHURES

WLA Conference:

- We need to increase the awareness of current initiatives. Several initiatives are being presented at the 2003 conference.
- The WSL display should include an update on current initiatives, maybe a few graphics and then just talk about them.
- Some of the council members will be attending the conference and will volunteer at the booth.

LOCATIONS FOR THE REMAINDER OF THE YEAR

May 1, 2003	Clark College
July 10, 2003	TBD, Nancy and Eve are working on a school location
September 4, 2003	UW Suzzallo
November 6, 2003	Microsoft, Renton

INFORMATION SHARING AND UNFINISHED BUSINESS

- Small Libraries
 - There are approximately 20-25 public and 20-22 tribal libraries that classify as small libraries.
 - Personal contact is made with tribal and small public libraries by the WSL Library Development staff through Statewide Database Licensing (SDL), Gates, OpenBook, etc. As an example, Judi Guzzy and Karen Forsyth, SDL consultants, plan to visit each small library in 2003.
 - WSL will do mapping to help see overlaps suitable for partnerships; an anchor library may be identified to serve as a model.
 - Rand presented a report, "Recent LSTA Benefits to Small Libraries." This report detailed both direct benefits and indirect benefits from the use of LSTA funds to small libraries, using 15,000 as the cut-off for small public libraries and "rural as the working definition for schools. Direct benefits included conferences, grants, training, Gates, Information Literacy, Satellite, State Database Licensing, Virtual Reference Services, etc. Indirect benefits included general and IT consulting and K-20 consulting and onsite installation.
 - Statewide Database Licensing project is conducting SDL focus groups in May and June.
Assignment: Sharon has a good SDL PowerPoint presentation on Pierce County's databases and will send it to the rest of the Council.
- Pierce County Library phone survey
Sharon reported that Pierce County Library, as part of a nationwide IMLS grant, has conducted a phone survey of over 500 cardholders asking them that if the public library didn't provide the services they did, how much would residents be willing to pay to receive those services elsewhere, i.e., videos, tapes, etc. The result will show how much value patrons give to each service provided.

- Mike reported that the iSchool will have a presence at the Oregon Library Association.
- WSL bi-monthly project reports
- It was noted that there was a Customer Service Survey report from Rhona Klein, WSL Project Manger, in the handout packet.
- Jeff gave basic information on starting LSTA funded projects managed by WSL Library Development staff. Materials included in the handout packet:
 - Welcome to the Wonderful World of Project Management-WSL Style
 - Process for setting up new Initiatives
 - DOP Request for Project Designation Employment form
 - Sample memo requesting the establishment of a steering committee
 - Sample thank you memo for volunteers serving as members of advisory committees

Send any questions on these to Rand of Jeff.

- FY04 Proposals
 - The FY04 Proposals form is being reviewed and updated by a sub-committee. When proposals are in, everyone on the Council will receive a packet with a copy of all proposals. There will then be a group discussion in July. Those that pass the first review will be moved forward to the next meeting for decision.
- Statewide initiative proposal process update
 - The CQ for Connecting School and Libraries is written.
 - Ongoing projects are still using FY02 funds. We will use the partial award FY03 funds very cautiously.
 - IT and K-20 are out of FY02 money.
 - SDL contract renewal starts in May.
 - Volunteer readers from the Council are needed for the new grant cycles.

ITEMS FOR NEXT AGENDA

- Tamara Georgick, WSL consultant, will present on OpenBook.
- The Priorities of Council (e.g., recruitment, assessment, small libraries)
- Further discussion of libraries as promoters of democracy

Respectfully submitted,
Anne Yarbrough, Secretary Administrative