

Quarterly ULA General Board Meeting | MINUTES

Meeting date | time March 6, 2015 1:00 PM – 2:30 PM | **Meeting location** West Jordan Library

Facilitator Pamela Martin

Scribe Andrea Payant

Attendees

ULA General Board Officers – quorum present

General Board Meeting

- Welcome/Introductions
- Minutes – Vote Taken – **APPROVED**
- Consent Agenda - Vote Taken – **APPROVED**
- Voting – ends March 13th
- Treasurer’s Report
 - Healthy fund balance with nothing unusual to report – taxes filed and no issues with the IRS
 - Conference expenditures have not been taken out yet – see the Treasurer’s report in June for final numbers
- Conference update – everything going well – any questions contact Marisa Snyder or Emily Bullough
- Barbara Hopkins need for Debit Card
 - Question about checks and balances/spending limit/large purchase approval
 - Javaid to reconcile receipts and expenditures monthly
 - No limit to debit purchases – checking account balance is very small fraction of total ULA funds
 - Barbara to seek approval for expenditures exceeding a set amount?
 - Motion to add Barbara as signatory for a debit card – Vote Taken - **APPROVED**
 - Javaid to work with Barbara to set Barbara up as a signatory
- Member Mail
 - People are not receiving member mails – Barbara will work to resolve
- Rural and Small Libraries Committee/Roundtable
 - Ideas for gauging interest
 - State Library (Juan) can get Dan email contacts for those who would likely have interest and consultants can also plug the idea with their direct contacts
 - Direct contact (likely the most effective)
 - Have tables/signs at ULA conference with sign-up sheets (at the social, registration table, ULA Booth)
 - ULA organization
 - Create a Roundtable or a Committee? Ideas from officers discussed
 - ◆ Decision made to create a committee that may transition to a roundtable in the future
 - Motion to create the Rural and Small Libraries Committee – Vote Taken – **APPROVED**
 - ◆ Dan appointed as Chair by Pam
- State Library
 - (See attached document)
- Non-Profit Day on the Hill
 - Changes for next year
 - Year-round work needs to be done
 - Work with UALC?

- Need a new Legislative chair whose major priority will be preparation for Non-Profit Day
 - ◆ Possible participants: Patricia Hull, Kim Rollins, Donna Jones Morris (Andy Spackman discussed in Exec. meeting)
- Representation from public/academic/school libraries
- Improved signage/banners – more professional presence
- Policies and Procedures
 - Dustin has set up a shared google doc – anyone willing to participate talk to Dustin – Wanda H. volunteered
- Sub-Committee under the Archives, Manuscripts, and Special Collections Roundtable
 - Resource Sharing Committee – focused on sharing hardware for accessing audio, visual, and computer related items – all who are interested are asked to review/create institutional policies related to resource sharing - goal to create a list of participating institutions and what resources are available to share - Contact Kelly Johnson (or Pam) if you are interested
- Upcoming events
 - Living Library – March 28th from 1:00 to 5:00 at the West Jordan Library (Veridian Center)
 - RASRT Webinar – April 14th – Reference Services
 - ULA Conference – May 13th – 15th in St. George at the Dixie Center
 - Budget for next year – non-conference budget items – start preparing now and help prepare incoming ULA officers
 - Fall Workshop – Sept. 25th at the Uintah County Library
 - UELMA – Author/Presentation – March 20th – topic of censorship
 - Need a Vice-Chair for the Academic Section – Write in a candidate while elections are still going
 - ULA Board Meetings next year – June 5th, Sept. 4th, Dec. 4th, March 5th

Action items	Person responsible	Deadline
Barbara added as signatory ULA checking account	Javaid	ASAP
Member Mail problem resolution	Barbara	ASAP
Rural and Small Libraries – State Library contacts	Dan/Juan	?
Rural and Small Libraries – Advertising at ULA Conference	Dan/Others?	By ULA Conference
Legislative Committee Chair – Andy Spackman?	Pam/Dustin	ASAP
Policies and Procedures	Dustin/Others	Ongoing - ?



Utah State Library Division

Report to the Utah Library Association
March 6, 2015

State Librarian – Donna Jones Morris

Budget

The Governor's Budget included \$130,000 for Community Library Enhancement Funding (CLEF) and changes in how CLEF is implemented. During the Legislative process, there were requests for reductions in budgets, including a request to reduce the amount the State Library spends on the Utah Government Digital Library by \$49,900. We will know when the Legislature passes the budget the results of these two issues.

LSTA Grants

Dia de los Niños, Dia de los Libros/Childrens Day, Book Day

The State Library once again offered mini grants of up to \$500 to help public libraries, school libraries, and tribal libraries enhance their activities associated with Dia de los Niños, Dia de los Libros/Children Day, Book Day during the month of April 2015 by holding educational events or programs that honor childhood promote the joy of reading. There are 21 projects across the state: 17 from public libraries, 3 from schools (1 elementary, 1 middle, 1 high school), and 1 tribal library. The total grant allocation for these projects was \$10,500. Final reports will be due May 15, 2015.

Bear River Valley Library Consortium - Collaborative ILS Project

The State Library is engaged in a directed LSTA project in which the Tremonton City Library and the Garland Public Library have signed agreements of collaboration and established the Bear River Valley Library Consortium to enhanced and extend services to thousands of residents in Box Elder County. A key feature of the project is the provision of free library services to all residents of the county and the migration to a common ILS using new information technologies.

Spring Grant Round

The Utah Library community should anticipate a spring round of LSTA Grants, pending State Library Board approval.



ILEAD USA Utah

The State Library will be coordinating the 2015 project Innovative Librarians Explore, Apply and Discover (ILEAD): The 21st Century Technology and Leadership Skills Institute for the States. The primary goal of ILEAD USA Utah is to develop the knowledge, skills and abilities of library staff who will apply participatory technology tools to understand and respond to users needs. For this year's project we have five teams consisting of 5 mentors and 24 participants. Types of librarians include: 9 Academic, 1 Medical, 1 Bookmobile, 3 School and 15 Public. All training sessions have been publicized to all Utah librarians. The total projected cost is \$50,000 (\$40,000 grant from Illinois, \$5,000 from ULA, and \$5,000 from the State Library's Continuing Education budget for Speakers.

We appreciate the \$5,000 ULA has committed to this most important joint project. The ILEAD workshops are open to those who register.

To sign up for 2015 ILEAD Workshops, please go to the link below:

<http://heritage.utah.gov/library/workshops>

If you have any questions, please contact me and I will be happy to help.

Annual Re-Certification of Public Libraries

State Library staff members will be conducting the re-certification on public libraries during the months of May and June in which libraries prove their meeting and complying with current standards and benchmarks.

Youth Services

Utah Kids Ready to Read webpage has been updated. It now features more talking, singing, reading, writing and playing activities to do with babies, toddlers and preschoolers. <http://utahkidsreadytoread.org>

For more information contact Sharon Deeds at; 801-715-6742 or sdeeds@utah.gov

Blind Program

State Library staff members are writing a response to the Library of Congress, National Library Services, MultiState Center (MSC) Services Solicitation to continue providing backup to all the States that provide library services to the blind and disabled west of the Mississippi River.

State Library staff members are also working with challenges and opportunities resulting from Distribution Center automation issues.

State Library Administrative Agency Survey

The State Library compiled and submitted the survey for administrative agencies for FY2014 to IMLS and is in line to receive once again the Lorenz Award which "recognizes State Library agencies that promptly meet IMLS standards for the completeness, quality, and timely submission of their State Library agency data."

Collaborative Outreach Opportunities for Libraries

In an effort to increase the name recognition of the State Library and the Department of Heritage and Arts among constituents across the state and to promote its services, the state library has participated in 6 outreach events so far in 2015 in collaboration with public libraries, government and community agencies. The wide range of events and audiences included: Ready Set Go Kindergarten Workshops (Salt Lake CAP Head Start), Safe Kids Fair, and the International Women's Expo.

Positions Open

The Department of Heritage and Arts, Division of Utah State Library is recruiting for a Librarian III/Grants Coordinator. This recruitment is open to the public, and will close on Sunday, March 8, 2015. To apply for this position please visit <http://bit.ly/1vT6l3B>. If you have any questions, please contact Corrie Steeves, HR Analyst at csteeves@utah.gov.

Staff Changes

Considerable time has been spent on staffing.

Juan Tomás Lee was promoted to Library Development Program Manager on 15-02-09

David Valentine was appointed as the Director of Multistate on 15-02-06

Joe Esquivel was appointed as the Multistate Administrative Assistant on 15-02-24

Jessica Whetman was hired as USL Continuing Education and Training Coordinator on 15-02-23

Becky Archibald was hired as Library Technician for Carbon County on 15-01-26

Chad Tolbert was hired as a Relief Bookmobile Librarian for Cache and Millard Counties on 15-01-09

Colleen Eggett, Library Resource Program Manager resigned on 15-03-05

Dr. Stephen Matthews, Grants Coordinator retired on 15-03-01

Joanne Taylor, Sanpete County Bookmobile Technician retired on 15-03-01

Representatives / Committee Members from USL

Donna Jones Morris – Liaison from State Library to the ULA Board, and Liaison to the Legislative Committee, 801-715-6770 dmorris@utah.gov

Juan Lee – Liaison to Trustees and Friends Roundtable, and Liaison to the Legislative Committee, 801-715-6769 jtleee@utah.gov

Ray Matthews – Government Documents Round Table, 801-715-6752 raymatthews@utah.gov