

## VI. Operations Report

### A. State Librarian and Management Team Reports – Information item

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#### Report from State Librarian Stephanie Bailey-White

- I presented as part of a panel on Advancing Digital Equity Through Federal Programs and Library Partnerships, a webinar co-hosted by the American Library Association (ALA), Association for Rural & Small Libraries (ARSL), Chief Officers of State Library Agencies (COSLA) and Urban Libraries Council (ULC) on April 15. I'll be presenting on a similar topic August 1-3 at the Pacific Northwest Library Association Conference with colleagues from Alaska, Montana, and Washington states and at a session during the Western Council of State Library Agencies June 25-26 in San Diego. It is nice to be recognized for the leadership role the ICfL is playing in digital equity efforts.
- I connected with library staff and directors at the Facilities Summit on March 13, ICfL's Public Library Directors' Summit on March 14 and 15, and at the E-Services Roadshow session in Boise on April 15. These events were well-received and staff did a great job organizing and hosting them.
- ICfL supervisors are working with Human Resource Specialist Pete Nelson to modify the employee review process to align with the new Luma-based system.

#### Report from Deputy State Librarian Dylan Baker

- The National Telecommunications and Information Administration (NTIA) officially accepted the ICfL's Digital Access for All Idahoans (DAAI) Plan on February 29. Idaho was one of the first six states to have an officially accepted state digital equity plan. On March 29, NTIA released the Notice of Funding Opportunity (NOFO) for the State Digital Equity Capacity Grant Program, providing details about each state's allocation for implementing their digital equity plans over the next five years. Idaho's tentative allocation amount in this initial NOFO is \$6,305,226.45, with two additional NOFOs and subsequent smaller allocations expected each year for the next two years. Digital Inclusion Consultant Chelsea Summerlin, State Librarian Stephanie Bailey-White, and I are developing ICfL's application for this initial NOFO, which is due May 28.
- The ICfL hosted a Public Library Directors' Summit at the Oxford Suites in Boise on March 14 and 15. Over 60 directors from around the state attended. The summit included presentations on a range of topics, from safe workplace training to understanding the matrix of support for public libraries. Feedback from this event has been very positive, with one survey respondent writing, "I am so grateful for all the support I receive from ICfL. I feel that the training was spot on to issues we are facing in our communities."

#### Report from Financial Manager Jamie Smith

- The ICfL's fiscal year 2025 budget is finalized, and the Idaho Legislature adjourned. We received our federal Library Services and Technology Act (LSTA) allotment with a small increase, and we received the Notice of Funding Opportunity for the Digital Access for All Idahoans capacity grants.

- We are closing in on our first fiscal year-end close in Luma, our new accounting system. We received guidance from the State Controller's Office and the Division of Financial Management and will be establishing plans to meet the guidelines and deadline to effectively close out FY24.
- Our Financial Specialist Senior retired after more than a decade at the ICfL. We began the recruitment process at the beginning of April and hope to fill the position by the end of May. The end of the fiscal year is a difficult time to start in a financial position for the state. I plan to buffer their onboarding as much as possible and fulfill the fiscal year end close activities with the current team, providing learning opportunities for the new employee.

#### Report from E-Services Program Supervisor William Lamb

- **Road Show:** The E-Services Team held well-attended trainings in Idaho Falls, Hailey, Boise and Coeur d'Alene in April. Library staff learned about OCLC subscriptions, digital access, E-Resources, E-Rate, and web design best practices. This Road Show was a pilot for the E-Services Team. Based on initial feedback from participants we anticipate holding these events every other year. Some of the comments received included:
  - Kudos to Susan and Scott from OCLC for the great information and for providing lunch!
  - Each presenter was knowledgeable and detailed.
  - Great job everyone! Thank you for all you do for us! Lunch was great too!
  - Learning more about WorldCat was absolutely AMAZING!!!
- **Staffing:** Danielle Walker accepted our offer to become the new E-Services Administrative Assistant. In just her first few weeks she has been a tremendous asset in helping plan for the Road Show and coordinating logistics and refreshments.
- **IT:**
  - We are about 80% complete with the second year of our three-year plan to upgrade staff computers. This will ensure that staff have the latest IT equipment needed to complete their work, and I'm excited that our agency has made this a priority.
  - The ICfL is now hosting an Idaho Office of Information Technology Services (ITS) staff member at our office. Tyler Quinn is a member of the ITS on-site support team, and he is based out of our office to provide more dedicated services to Capital Mall agencies. We are grateful for the relationships we continue to build with ITS and look forward to hearing how Tyler's presence in the Capital Mall area helps our agency and others.

#### Report from Partnerships and Program Supervisor Amelia Valasek

My major news is that I will be leaving the ICfL in May to take some time away from work to pursue some personal goals. I have greatly valued my time here, enjoyed the projects I've had the pleasure of working on, and will miss all the people I've had the pleasure of working with!

- **Facilities Improvement Grant:** Deputy State Librarian Dylan Baker will serve as the interim program lead for this project until my successor is brought on board.
  - Our grantees are actively working on their capital projects, with no major updates related to the subgrant portion of this project.
  - We hosted a very successful Facilities Workshop on March 13 in Boise, with 22 libraries in attendance. Participants included both facilities subgrantees and libraries that did not receive grants. Feedback on the workshop was entirely positive. The workshop focused on three primary areas: (1) Design Principles for a Functional Space, (2) The Politics of Community Construction, and (3) Project Management.

- The webinar series has been going well and will wrap up with the last (eighth) webinar on May 2. Recordings of past webinars can be found at <https://libraries.idaho.gov/facilities-capital-improvements/#Resources>.
- **Telehealth:** Adult Services Consultant Deana Brown will take over the Telehealth program after my departure.
  - I will be presenting as part of a main-stage panel on May 1 at the annual conference of the Northwest Regional Telehealth Resource Center (NRTRC) in Seattle. The focus of my presentation is major lessons learned from our statewide collaborative partnership with the Department of Health and Welfare.
  - To date, 35 libraries have participated in an ICfL-sponsored grant or program for telehealth. They have implemented or are working toward implementing a telehealth access point (TAP) in their location. About 16 of these libraries are currently listed as TAPs on the NRTRC's "Find Telehealth Map." Other libraries will be added to the map as their locations become fully operational. More information and a link to that map are available at <https://libraries.idaho.gov/telehealth/find-a-participating-library>.
- **Youth Services:** Spring is a busy time for the YS team, with major book shipments for many programs, grant applications to review, site visits to conduct, and conferences to attend. Several members of the YS team attended the Public Library Association Conference in Columbus, Ohio, in April, where they met with colleagues from other states and learned about the newest innovations in library practices and programs. School Library Consultant Jeannie Standal attended the Computer Using Educators Conference in Palm Springs, where she gained exciting new ideas for incorporating technology into school libraries and equipping students to succeed in a rapidly changing world. Youth Services/Teen Consultant Jennifer Redford attended and presented at two STEM-related events in Boise in April. Additionally, School Library Consultant Jeannie Standal and Outreach & Family Engagement Consultant Kristina Taylor headed north in April for a tour of several libraries.

#### **Report from Talking Book Service (TBS) Program Supervisor LeAnn Gelskey**

- **Talking Book Service:** The TBS customer service representatives and myself have been working on outreach to Treasure Valley care facilities. Our goal is to visit "24 in '24," and we've had a slow start. Our new customer service representative, Dylan Richmond, is eager to participate with outreach and is working to secure more locations. Also, a large television campaign is in the works, thanks to Public Information Officer Donna Eggers. Keep your eyes and ears open as you may see one of the advertisements on a local channel.
- **Let's Talk About It (LTAI):** Another successful LTAI cycle is complete. Fifteen libraries offered 45 programs with just under 300 participants throughout the state. Our new theme, Indigenous Voices, will launch for the 2024-25 round of funding, and we will update a few other themes. We are so appreciative of our partnership with the Idaho Humanities Council. Without them this program would not be what it is today.
- **That All May Read:** The ICfL awarded \$1,000 That All May Read grants to 28 libraries. Participating libraries are in the process of purchasing materials, implementing programs, and preparing to spread the word about the Talking Book Service throughout their communities. The grant will wrap up in September.