

# MINUTES

## IOWA COMMISSION OF LIBRARIES

Date: April 22, 2003  
10:00 a.m. - 2:00 p.m.

Location: State Library of Iowa  
East 12th and Grand  
Des Moines, Iowa

Present: Dale Ross, Pam Bradley, Pam Pfitzmeier, Berta Van Ekeren, Monica Gohlinghorst, Eldon Huston

Staff: Mary Wegner, Mary Cameron, Barbara Corson, Judy Jones, Carol Simmons, Steve Cox, Alan Schmitz, Sandy Dixon

Guests: Dwight Carlson and Karen Burns

The Commission meeting was called to order at 10 a.m.

### 1.1 Set Agenda

Ross added one item to 8.0 Discussion Items: C. Retreat. Huston moved to set agenda with the addition, Van Ekeren seconded, motion carried.

### 1.2 Introduction of new Commission member

Ross introduced a new member to the Commission, Pam Pfitzmeier. Pfitzmeier, director of Educational Telecommunications at Iowa Public Television, was appointed by Department of Education Director Ted Stilwill to represent the department.

### 3.0 Approve Minutes

Bradley moved to approve the minutes, Van Ekeren seconded, motion carried.

### 4.0 Financial Report

Cox explained the federal financial report and noted the State Library is 10% below his initial spending forecast. He expects federal funding to be within \$2,000 of the current allocation for next fiscal year. Ross said that because Congress did not debate LSTA funding before the holiday break, funding levels are less than formerly anticipated. Cox said we are currently under the state funding budget by 8% and there have been no unexpected expenses. Cox reported that staff computers will be purchased with the savings. They were last upgraded in 1997-98. All computers will have Windows XT as the operating system. Wegner said that with public libraries getting Gates computers this would be a good time for the upgrade and it would make the State Library compatible with other state agencies and public libraries. Huston asked if legislators had discussed the State Library's budget this session and Wegner reported that they had not. She and Ross expressed some concern, however, that an across the board cut of up to 3% could occur depending on the outcome of the casino tax debate now in the Supreme Court. Huston moved to accept the financial report, Gohlinghorst seconded, motion carried.

### 5.0 Communications

#### A. Special Reports

##### 1. State Library Youth Services - Mary Cameron

Cameron talked about "Laugh It Up at the Library," this year's summer library program. She said Iowa is the only state that has decided to extend this for young adults as a way to get teenagers to the library. Cameron reported on Early Childhood Literacy Strategies: 188 Iowa librarians have been training in the last 18 months in early literacy

strategies in the areas of language, reading, and writing (print awareness). She said they were natural strategies for librarians to incorporate into their library story times with preschoolers. The librarians also had a discussion titled, "Where are the Children?" that addressed outreach services to preschool children in their communities. Cameron reported that she is reinforcing the librarian's role in early childhood literacy with follow-up workshops to keep early literacy a priority for librarians. Nonfiction Workshops : 114 librarians have already participated in this workshop with two more workshops scheduled. Cameron is in the planning stages for a workshop on "Story Retelling" and hopes this will reinforce earlier teachings. The State Library will offer four regional training sessions in late October for librarians, early child care providers, preschool teachers, and others in sound awareness and how it effects early readers. Cameron shared a handout of the Kids First Conference Agenda being held Thursday and Friday, April 24/25. She also shared the Big6 Skills handout that is being used to define the strategies for early learning.

After Cameron's presentation, Ross acknowledged Dwight Carlson, a former commissioner. Carlson spoke briefly about Stilwill's choice to appoint Pfitzenmeier to the Commission and felt she would bring a rich background and be a great asset to the Commission. He also wanted to thank the Commission and State Library staff for the gift, cards, and photo album he received at his retirement. He was moved by the generosity said he would miss the members of the Commission.

## 2. Electronic state documents - Barbara Corson

Corson reported on a conference she attended that centered on what other states are doing regarding the collecting and archiving of state government documents. She expressed some concern that some documents may not be around in 100 years because people haven't thought to preserve them in a retrievable manner. She reported that historians are worried that electronic documentation is being destroyed and will be lost for future use. She also expressed concern that some electronic documents on web sites are not being archived and the information lost. Training publishers to add metadata will help with the problem. Iowa is taking steps to make sure documents are being saved. The State Library is responsible for archiving these documents and is in the process of finding the best software system to use. The state of Illinois has funding that allows them to go to web sites and archive the data on a monthly basis. Corson thought this was a great idea, but because of the budget crisis in Iowa, too expensive to accomplish right now.

### B. Commission Reports

Ross said there was a good turnout for Legislative Day on March 12<sup>th</sup>. Wegner reported that several academic librarians participated and a few school librarians.

Ross wanted the Commission to be aware that state libraries across the country are being jeopardized due to budget cuts.

Van Ekeren shared some of the activities planned for the celebration of the State Library's 165<sup>th</sup> birthday. Some of the activities will include 1) lunch discussions for state employees on the All Iowa Reads book "Peace Like a River" during the months of June and July, 2) an open house during the State Fair, 3) a presentation by the Central Iowa Library Alliance Book Cart Brigade at the State Fair.

Gohlinghorst reported that Council Bluffs is still searching for a new director.

### C. Library Service Areas Report - Karen Burns, Director, Southwest Iowa Library Services Area

Some of the areas of focus for SWILSA are: Information literacy, virtual reference project, Wings Conference, and the Gates computer programs. Burns reported that SWILSA is trying to help librarians realize that they are and always have practiced information literacy and are key to teaching it to patrons. A pilot program is being discussed in conjunction with Southwestern Community College to offer an online class on information literacy with CEUs provided. The virtual reference project has been up and running on a trial basis since February. Fifty reference librarians across the state are helping with the project. Burns will be monitoring the project through December to get an indication of whether usage is going up or down. The Wings Conference was a success. Wegner presented, along with several area librarians, in Creston and they had 40 participants. Burns attended the Gates training in Seattle and anticipates training for libraries in her area to begin sometime in June. Ross asked if she felt the new configuration for boards was working and Burns replied yes.

#### D. State Librarian Report

Wegner reported that it looks like state funding for next year will be at the same level as this year. If funding for cities is cut, it will greatly impact public libraries' funding and could cause an across the board cut to state government of up to 3%.

Wegner reported that the State Library is working with the Attorney General's office to distribute music CDs to public and academic libraries in Iowa. These discs were made available through a lawsuit against the music industry that claimed they had overcharged the public. Iowa submitted the greatest number of claims.

Interest from academic and college libraries has been good and each library (public and academic) should receive no fewer than 25 discs. Libraries will not be able to request particular titles but could choose not to have certain genres of music.

The press conference with the National Library of Medicine was held April 7 at the State Library with a reception in the medical library.

Wegner, Amy Campbell, Craig Patterson and Dawn Hayslett met with Mike Blouin, the new director of Economic Development. Wegner felt the meeting went well and that Blouin understood how libraries can help small businesses and other areas of economic development.

Wegner was asked to speak at the annual meeting of the Iowa Private Academic Libraries at Luther College in Decorah and received positive feedback about EBSCOhost. She also attended the IEMA conference where Pam Rees presented a session about HealthInfoIowa; Gerry Rowland presented a session on the school library survey; and Annette Wetteland and Mary Cameron presented a session on "Telling the Library Story" for school librarians – to a standing room only crowd. The State Library also had an exhibit booth. Wegner and other state library staff felt there was some confusion among conference-goers of the roles and functions of ILA and the State Library. Wegner attended Gates computer training in Seattle and will attend ALA Legislative Days in Washington D.C. next month.

Dixon reported that the State Library will be sending our representative from the Attorney General's office, Shauna Shields, to a "Lawyers for Libraries" meeting in Chicago in May. She also reported that the Marketing Team will be doing state employee focus groups in selected state agencies to see how the State Library can be of service to them in their jobs. Dixon informed the Commission that the Central Iowa Library Alliance Book Cart Brigade will be marching in the Drake Relays Parade on April 26. The State Library has seven members in the brigade.

### **6.0 Public Comment**

None

### **7.0 Action Items**

#### A. Evaluation of State Librarian

Ross asked Bradley and Huston to stay after the meeting for a few minutes to set dates to work on the evaluation.

#### B. Plan of Service

Wegner explained that State Code requires a Plan of Service between the LSAs and the State Library be submitted to the Department of Education biennially. She also gave a short overview of how the last Plan of Service had been approved and proposed a small change by having a committee comprised of representatives from the following categories give final approval: trustees, LSA and State Library staff review and submit the plan. Bradley moved to accept this proposal, Van Ekeren seconded, motion carried.

## **8.0 Discussion Items**

### **A. SILO contract with Iowa State University**

Alan Schmitz reported on his duties and accomplishments as coordinator of the SILO team. He told the Commission that for the past two years he has worked to upgrade the system. He explained that when SILO was first established it was on the cutting edge of technology. The system is now close to being updated and will be state of the art again. Wegner reported that Schmitz was instrumental in setting up a database of libraries that do and do not have high speed Internet access. Wegner noted that the database was the only one in the state.

### **B. Appointments to Library Service Area boards of trustees**

Dixon reported that terms for three members of each LSA board will be up this year. She hopes to have the names of 21 replacements by the June Commission meeting. The Commission will then need to appoint them to their boards.

### **C. Retreat**

Ross suggested that a retreat in conjunction with the August meeting would be appropriate. Three Commission members are up for reappointment in April, a new permanent member (Pfitzenmeier) has been appointed, and Ross said it might be a good to have the retreat. Dates were discussed. Tentatively, the Commission will meet the afternoon of August 18 and hold its regular meeting August 19.

## **9.0 Adjournment**

The meeting was adjourned at 2:17 p.m.

NEXT MEETING: June 17, 2003