

MINUTES

IOWA COMMISSION OF LIBRARIES

Date: June 1, 2004
10:00 a.m. - 2:00 p.m.

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

Attending: Dale Ross, Pam Bradley, Monica Gohlinghorst, Paul Roberts, Pam Pfitzenmaier, Berta Van Ekeren, Eldon Huston, David Boyd

Staff: Mary Wegner, Annette Wetteland, Gerry Rowland, Sandy Dixon, Mary Cameron, Barbara Corson, Carol Simmons, Steve Cox

Visitors: Katherine Von Wald, coordinator, Iowa Center for the Book; Barb Shultz, administrator, North Central Library Service Area

The meeting was called to order at 10:04 a.m.

1.0 Set Agenda

No additions/changes to the agenda were presented.

2.0 Approve Minutes

Bradley moved to approve the minutes as presented; Gohlinghorst seconded; motion carried.

3.0 Financial Report

Cox distributed a handout that showed May expenses. He reported the State Library was on target with both the federal and state budgets. Wegner reported that the State Library is beginning a three-year technology replacement cycle. Cox reported that the new state accounting system would go into effect on June 1, 2004.

4.0 Communications

A. Special Reports

1. State Library Marketing Team - Barb Corson

Corson shared several public relations pieces used by the Marketing Team to promote the State Library to other agencies and the public. They included postcards of the State Library, a new brochure for the State Data Center, and a quarterly update sent via e-mail to state employees. The Marketing Team was instrumental in convincing the designers of the new State of Iowa web site to include an "Ask a Librarian" button at the top of the main web page, which links to the State Library's reference desk. Corson also explained that staff will visit six state government buildings this summer to hand out State Library brochures to employees and answer questions about the State Library and its services. Corson said that this approach was successful last year and that Library Services staff plan to continue this promotion annually. She also reported that 186 people signed up for the classes the State Library offered during National Library Week. Gohlinghorst thanked the team for doing such a good job of marketing the State Library. Wegner listed team members, Barb Corson and Sandy Dixon, co-chairs, Linda Maurer, Helen Dagley, Annette Wetteland, Mary Cameron, Beth Henning and Mandy Kirchner.

B. Commission Reports

Roberts reported that Dubuque held a marketing session on April 29 for members of the Dubuque Area Library Consortium. He thanked Annette Wetteland for serving as one of the speakers.

Gohlinghorst said she recently attended a meeting of the Center for the Book Advisory Council. The development of a foundation and All Iowa Reads 2005 were discussed. The All Iowa Reads committee is currently reading several books to determine the selection for 2005.

Huston reported that the renovation of the old Perry Carnegie library into a museum is complete and he encouraged people to visit. A tour of the facility can be arranged and meeting rooms are available.

Boyd reported on the legal two cases that were provided to students and teachers over the ICN during

national Law Week.

Pfitzenmaier said that Iowa Public Television is working to locate Iowa history on film. Film is not easy to preserve, so they would like to digitize it and catalog it if they can find a way to do so economically. Iowa State University houses most of the collection right now, but they are running out of space.

Van Ekeren reported on the status of the State Library's Standards Task Force that she and Gohlinghorst are serving on. She said the final draft would be presented to the Commission at the August meeting.

Ross reported that he, Wegner, Pat Coffie and Kay Wiese attended the American Library Association's Legislative Day in Washington, DC and he felt they were successful and well received.

C. State Librarian's Report

Wegner noted that June 1 was Mary Cameron's five year anniversary with the State Library and thanked her for her dedication and hard work as the Youth Services Librarian.

Wegner reported that the visit to Iowa of the five Bulgarian librarians was very successful. They came to the State Library for a two-day workshop on May 10 and 11, which focused on libraries as community information centers.

Wegner and Pfitzenmaier have been asked to participate in a group sponsored by Iowans for a Better Future, which is organizing to support the implementation of the Iowa 2010 goals regarding high speed Internet access for Iowans. There may be opportunities through this task force to highlight the role of libraries in educating Iowans to use high speed Internet and perhaps opportunities to advocate for funding of informational products (like EBSCOHost) to be made available to Iowans statewide via libraries using high speed Internet.

The Center for the Book Advisory Council met May 20. The council members are very pleased with the Center's success in implementing the Letters about Literature program for Iowa students, for developing the literary calendar and in continuing the All Iowa Reads program. They are also positive about developing a foundation to support the work of the Center. Wegner thanked Katherine Von Wald for her excellent work as Center coordinator.

On June 9, the State Library is offering two, two-hour sessions on EBSCOHost databases. Barb Corson and Judy Jones will provide the training and more than 200 library staff members have registered.

The State Library hosted a meeting of the Iowa Special Libraries Association on Friday, May 21. Workshop sessions were held on the third floor and a tour of the building was offered with a closing reception held at the Law Library. A story about this meeting ran in the May 17 issue of the Des Moines Business Record. Mandy Kirchner handled all the State Library arrangements.

The State Library has purchased an ad in the RAGBRAI Participant's Guide again this year on behalf of the public libraries on the RAGBRAI route. The ad encourages bikers to use free e-mail at the public libraries, and lists the hours each library on the route is open.

Since the April Commission meeting, Wegner has met with the Regents institutions' library directors; community college librarians; the OCLC Users Group; the Iowa Library Association Leadership Task Force, which is planning the leadership institute; the Library Service Area Executive Council (made up of two trustees from each LSA); the AEA Media Directors' group; the Center for the Book Advisory Council; and the state's Information Technology Council. She has also toured libraries in Cherokee and Storm Lake and she and Cameron presented a workshop on the information literacy role for public libraries to about 50 librarians in northwest Iowa. The Des Moines Area Community College library is presenting a forum on information literacy on June 22, and she and Sandy Dixon were asked to assist in planning the event.

D. Library Service Areas Report, - Barbara Shultz

Shultz reported that state budget cuts continue to affect the LSAs. Central Iowa Library Service Area (CILSA) is moving from its building to space in the Ankeny Public Library to save money. She also discussed that many small libraries are experiencing difficulties staying afloat with all the budget cuts. Hours are being cut and staff laid off. North Central LSA is hosting an evening trustee training session next week; Mary Wegner will make opening remarks and Gina Millsap, director of the Ames Public Library, will be the guest speaker.

5.0 Public Comment

None

6.0 Action Items

A. OCLC Group Services Task Force - approve formation and charge

Ross requested that an OCLC Task Force be implemented. The Task Force will assess the OCLC Group Services offer to provide unlimited access for Iowa libraries to OCLC cataloging, interlibrary loan, and the WorldCat union catalog and will assist the State Library in developing an equitable pricing strategy for these services if a

recommendation to pursue negotiations with OCLC is made. Houston moved formation of the task force; Roberts seconded; motion carried. Ross asked Roberts to serve on the task force and he accepted.

B. Certification of election of public library trustee representatives to Library Service Area (LSA) boards
Roberts move to certify the election of the following Public Library Trustee Representatives to Library Service Area Boards: **Central** – Joseph (Hank) Zalatel, Jr., Trustee, Nevada Public Library (re-elected); **East Central** – Eileen Robinson, Trustee, Marion Public Library (re-elected); **North Central** – Patricia Ginapp, Trustee, Garner Public Library (new); **Northeast** – Richard Barnes, Trustee, Clermont Public Library (new); **Northwest** – Darrell G. DeBoom, Trustee, Primghar Public Library (re-elected); **Southeast** – Thomas P. Gardner, Trustee, Keokuk Public Library (re-elected); **Southwest** – Lillian Nichols, Fontanelle Public Library (re-elected).

Boyd seconded; motion carried.

C. Appointment of library patron representatives to LSA boards
Bradley moved that the Commission appoint the following Library Patron representatives to Library Service Area Boards: **Central** – Frank E. Ross, Newton (new appointment); **East Central** – Robert George, Anamosa (reappointment); **North Central** – Janet Adams (reappointment); **Northeast** – Timothy Jones, Waterloo (reappointment); **Northwest** – David Netz, Sioux Center (reappointment); **Southeast** – Nancy Simpson, Oskaloosa (reappointment); **Southwest** – James Mefferd, Chariton (reappointment).

Houston seconded; motion carried.

D. Plan of Service approval
Bradley moved to approve the Plan of Service FY05-06 for the State Library and LSAs; Roberts seconded; motion carried.

E. Appointment of budget subcommittee
Ross explained that the budget subcommittee will work on the 2006 budget. He asked the following people to serve on the subcommittee: Roberts, Boyd, and Van Ekeren. All accepted. Ross will also serve on this subcommittee.

F. Appointment of nominating committee for Commission officers
Ross requested that Bradley and Gohlinghorst serve on this committee. Both accepted.

G. Approval of plan for development of Center for Book Foundation and selection of two Commission representatives to Foundation board
Wegner explained that she is not quite ready to put the Foundation in place, but that two representatives from the Commission will be needed. Gohlinghorst and Ross were chosen to serve. Van Ekeren moved to accept both nominations; Houston seconded; motion carried.

7.0 Special presentation on library services for small communities

Sandy Dixon was asked by the League of Cities to be part of the program of their annual Small City Workshops, which are offered in nine locations around Iowa between May 6 and August 31. Her presentation covers library mission and funding. Dixon made the same presentation for Commissioners. She also asked the Commission to complete and return a survey about library roles that she is giving to the participants of the workshops. She will compile the statewide results will report back to the Commission.

8.0 Adjournment

Bradley moved to adjourn; Gohlinghorst seconded. Wegner reminded the Commission of the retreat on August 2 and the business meeting on August 3. Meeting adjourned at 1:35 p.m.

NEXT MEETING: Retreat: August 2 and Commission Meeting: August 3, 2004
Location: Radisson Hotel, 6800 Fleur Drive, Des Moines, IA