

MINUTES

IOWA COMMISSION OF LIBRARIES

Date: February 14, 2005
10:00 a.m. - 2:00 p.m.

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

Present: David Boyd, Pam Bradley, Monica Gohlinghorst, Rita Martens, Paul Roberts, Dale Ross, Berta Van Ekeren

Staff: Barbara Corson, Steve Cox, Sandy Dixon, Beth Henning, Carol Simmons, Mary Wegner, Annette Wetteland

Visitors: Roy Kenagy and Katherine Von Wald

1.0 Set Agenda

Agenda set as presented.

2.0 Approve Minutes

Roberts requested the correct spelling of Platteville, Wisconsin. Minutes approved with the change.

Wegner introduced new commissioner Rita Martens, who is taking Pam Pfitzenmaier's place. After introductions, Martens gave an overview of her job in the Department of Education and said she was honored to be part of the Commission of Libraries.

3.0 Financial Report

Cox reported that state and federal spending is on target for the year. He said the State Library has recently sold four books which had been determined to be out of scope for the State Library collection for \$9,800, with the State Library collecting \$8,330 after fees. Ross inquired about the status of the Curtis collection and Wegner said she will pursue negotiations with the University of Iowa. Cox reported that the governor's recommended State Library and Library Service Area budgets for FY06 were the same as FY05.

4.0 Action Items

A. EbscoHost pricing

Wegner explained that the State Library uses federal funds to subsidize the cost of the EBSCOHost databases for libraries, but must recoup a portion of the costs from participating libraries. She indicated a need to increase the amount charged to both public and academic libraries for the fiscal year beginning July 1, 2005. For public libraries, she proposed maintaining the base price of \$25.00 per public library, and increasing the per capita price from 2 cents to 2.5 cents. For academic libraries, she proposed maintaining the base price of \$500.00 per library, and increasing the charge per FTE enrollment from 25 cents to 30 cents. Gohlinghorst moved to approve the increase, Van Ekeren seconded, motion carried.

B. Commission bylaws review

Boyd and Gohlinghorst, the bylaws subcommittee members, distributed a handout with suggested bylaws changes: 1) add the year (2005) behind the Code of Iowa when it appears in the text, 2) add *Code of Iowa (2005)* to Chapter 69.15 in section II. B. 3) change Section III. C. to the following wording. *The Commission shall meet at least four times a year at a time and place determined by the chairperson, and may meet at such other times as necessary to efficiently conduct Commission Business.* 4) minor change to section III. E. change the word *be* to *is* and 5) minor change to section III. F. delete *or more*. Discussion of the changes followed. Roberts moved to accept the changes, Martens seconded, motion carried.

C. Name subcommittee to evaluate State Librarian

Ross asked Roberts and Gohlinghorst to be on the committee with Dixon and Ross to evaluate the State Librarian. Both accepted.

D. Change June meeting date

Ross requested the June meeting date be changed to June 6. Simmons will reserve a meeting room and will notify Huston of the change.

5.0 Discussion Items

A. Review Chapter 1, State Library Administrative Rules

The Commission plans to review and update the State Library's Administrative Rules, beginning with Chapter 1, Organization and Operation. Wegner distributed a handout with suggested changes in red, and discussed the rationale for the suggested changes. The following changes were suggested: 1) 286-1.2(256) Mission strike *Rescinded IAB 12/16/98, effective 1/20/99. Add, The State Library advocates for Iowa libraries and promotes excellence and innovation in library services in order to provide statewide access to information for all Iowans.* 2) 286-1.3(256) Organization and operation. 1.3(1) Location. add in the *Ola Babcock Miller Building at 1112 East Grand Avenue*, strike East 12th Street and Grand Avenue. 3) Change 1.3(2) Units to read: The State library consists of five units: library development (includes the LSTA Grant Program; public library accreditation; library staff certification and continuing education; Enrich Iowa including Direct State Aid, Open Access and Access Plus; youth services and consulting); library services

(includes reference services; interlibrary loan services; the public policy, medical, library science, federal documents state documents, and patents depository collections; the state documents depository program and technical services); the state law library; the state data center, and administration. **4)** Change 286-1.4(256) Information delivery to read: 1.4(2) Photocopies of library material for nonresidents of Iowa. To encourage interstate resource sharing, the state library may enter into reciprocal fee interlibrary loan photocopy agreements with out-of-state libraries. For out-of-state libraries not covered by reciprocal agreements and other out-of-state businesses and residents, the state library will charge the following fees: 1-20 pages, \$15.00; 21-30 pages, \$20.00; 31-50 pages, \$25.00; over 50 pages \$25.00 plus 20 cents per page over 50. **5)** Add 1.4(3) *Interlibrary loan of materials for non-Iowa libraries. Books and other materials may be loaned to non-Iowa libraries for a period of three weeks with renewals at the discretion of the staff. For out-of-state libraries not covered by reciprocal agreements, the state library will charge the following fees: Domestic, \$15.00; International \$15.00 plus shipping.* **6)** Add 1.4(4) *Use of state library equipment. State library staff may allow library customers to make photocopies of non-library materials, send and receive faxes, and make computer prints of non-library materials. Photocopy charges are 20 cents per page; fax charges are \$2 for the first page and \$1 for each additional page including the cover sheet; computer print charges are 20 cents per page.* **7)** 286-1.5(256) Access to library's collections, 1.5(1) strike *Historical Building* and add *Ola Babcock Miller Building*, strike *East 12th Street and Grand Avenue, Des Moines.* **8)** 1.5(2) add after the word tiers, *of the law library and the mezzanine level of the main library.* **9)** 286-1.6(256) Collection policy of the library. Strike *provide staff with the means to ensure consistency, responsiveness, and wise use of funds in collection building; assist in development of performance measures;* after SEE: Collection Policy. State Library of Iowa, strike *May 28, 1993*, add *February 28, 1996.* **10)** 286-1.7(256) Disposal of library materials. 1.7(3) b. strike *under any circumstances.* **11)** 1.7(5) a. strike *and justify in writing.* Boyd moved to accept the changes, Bradley seconded, motion carried.

B. Discussion topics for August retreat

Ross asked the Commission to suggest education and discussion topics for the August retreat. The following were suggested: 1) service sharing between libraries, 2) Commission orientation, 3) advocacy – when is it appropriate? 4) library funding inequities, and 5) the LSA system. Ross said that additional topics could be suggested at the April meeting.

C. OCLC Task Force update

Wegner reported on the work to date of the OCLC Task Force, and said that the biggest challenge continues to be funding. A new bid has been requested from OCLC.

6.0 Public Comment

None

7.0 Communications

A. Special Reports

1. Katherine Von Wald - Iowa Center for the Book

Von Wald reported on All Iowa Reads (AIR). This year's selection is Master Butchers Singing Club by Louise Erdrich. Central Library Service Area has three sets of discussion books available to check out. Erdrich has agreed to be the luncheon speaker at ILA this fall. Von Wald and AIR committee members will also be working with first time discussion groups to show them how to run a program. Titles for 2006 are being considered. Von Wald also reported on Letters about Literature, a program where students read a book and then write a letter to the author about how it changed their view of the world or their lives. Participation increased this year to 1066 entries. All state entries are sent to a national committee that chooses the semi-finalists. The letters are then sent back to the state. In Iowa, three teams of judges will choose the 1st, 2nd, and 3rd place winners. First place winner names and entries are then sent back to the national committee for final judging. Last year, all three of Iowa's first place winners placed in the national top six.

B. Commission Reports

Ross reported that the American Library Association (ALA) has asked all 50 states to submit a title for adult and children's books that reflect their state's values. Ross and Susan Craig were chosen to submit titles for Iowa. They selected *Gilead* by Marilynne Robinson. Ross also participated in the ICN session about All Iowa Reads 2005 session, discussing Master Butchers Singing Club with Christie Vilsack. Roberts reported his participation in the OCLC Task Force. The Dubuque area library consortium now has three members from Wisconsin. They are going to have a spring program on disaster recovery. Gohlinghorst reported that Council Bluffs Public Library is dealing with budget reductions and will lose two part-time positions. She also complimented Ross on doing an excellent job with the All Iowa Reads ICN session. Van Ekeren reported that the Monroe Public Library is still soliciting funds for the new library, and that they received a \$40,000 check from the Maytag Foundation. Bradley reported that Southeastern Community College has purchased the old Carnegie library building in Mount Pleasant.

C. Library Service Area Report: Roy Kenagy, Central Iowa Library Service Area

Kenagy encouraged the Commission to visit the refurbished Carnegie Library museum in Perry. It features rotating exhibits and the first 1000 volumes that were part of the original collection of the library. He also reported on funding issues involving the Jasper County Board of Supervisors and the Newton Public Library. Central LSA is hosting a set of roundtable discussions this year; the first was a support staff roundtable. Kenagy said he is working with librarians on Planning for Results, and is also drafting a pamphlet that will inform library trustees and others about the functions of the LSAs.

D. State Librarian's Report

Wegner asked Corson and Dixon to report to the Commission. Corson reported on the success of the State Library's Iowa Publications Online (IPO) project, which is an electronic depository of documents produced by Iowa state agencies for the public. Karon King, who coordinates the patents and copyrights unit of the State Library, is on a yearlong fellowship in Arlington, Virginia at the federal Patents and Copyrights Office. Corson reported that in March, two Bulgarian librarians will visit Washington D.C., Iowa, and Colorado. They will meet with the five Iowa librarians who will be going to Bulgaria in May, and will learn more about lobbying techniques. They will also meet with First Lady Christie Vilsack, who is an honorary board member of ABLE, the Bulgarian Exchange program. Dixon informed the Commission that the State Library is currently taking applications for a continuing education consultant. The second half of Gates training will begin this spring. Classes will be Librarian's Internet Toolkit for Kids; Internet Access Policy Issues; Using the Internet for Reference and Tech Support on the Fly. Mary Cameron is traveling the state presenting the Summer Reading Workshops. Dixon said that 300 of the 400 public library accreditation reports have been submitted. Henning reported that a Data Center Showcase will be held in the State Library computer lab March 1-4. One hundred fifty people have already registered for the presentations, which will include speakers from other state agencies who will talk about data available through their departments. Wegner informed the Commission of a bill the Department of Education has drafted that would require each school district to have a librarian on staff. Wegner reported that approximately 100 Iowa school districts currently do not employ a teacher librarian. Wegner reported that she presented information to the legislative Education Appropriations Sub-Committee. Ross, Karen Burns, Wetteland, and Katherine Von Wald also attended the subcommittee session. Ross felt the Committee was attentive and interested in what Wegner had to say. He also said the committee seemed to have more library supporters than in past years. Wegner distributed a copy of the State Library's organizational chart. She also reported that Lori Barkema is the new director of the Cedar Rapids Public Library.

Gohlinghorst asked if the Commission could tour the Carnegie Library in Perry during their August retreat. Simmons will check on the possibility and report to the Commission in April.

8.0 Adjournment

Bradley moved to adjourn, Boyd seconded. Commission adjourned at 1:12 p.m.

NEXT MEETINGS: April 11, 2005, State Library