

MINUTES
NEVADA STATE COUNCIL ON LIBRARIES AND LITERACY
Tuesday, October 15, 2013
Wednesday, October 16, 2013

The Nevada State Council on Libraries and Literacy meeting was held on Tuesday, October 15, 2013, at the Mathewson-IGT Knowledge Center - Room 422, 1664 North Virginia Street, University of Nevada, Reno, Reno, Nevada, 89557

Tuesday, October 15, 2013

1. Call to Order, Announcements, Roll Call

Judith Simon

The meeting was called to order at 1:05 p.m.

Members Present: Judith Simon (Chair), Dee Dee Bossart, Margot Chappel, Kimberly Elliot, Cris Etchegoyhen, Daniel Ihnen, Hergit Llenas, Elizabeth Markle, Renee Olson, Kimberly Petersen

Secretary of the Council: Daphne DeLeon

NSLA Staff: Diane Baker

Excused: Jeanette Hammons, Sandy Marz, Sheila Moulton, John Simmons

2. Public Comment

- There were no public comments

3. Connecting to Collections Workshop

Jeff Kintop

- Informational presentation
 - ✓ Background - review of prior digital initiatives, grant projects and work
 - ✓ Status of collections and digital projects

4. Public Comment

Judith Simon

- There were no public comments offered.

5. Adjourn

Judith Simon

The workshop session was adjourned at 3:50 pm

The Nevada State Council on Libraries and Literacy meeting was held on Wednesday, October 16, 2013, at the South Valleys Library - Meeting Room, 15650A Wedge Parkway, Reno, NV 89511

Wednesday, October 16, 2013

The meeting was called to order at 8:40 a.m.

Members Present: Judith Simon (Chair), Dee Dee Bossart, Margot Chappel, Kimberly Elliot, Cris Etchegoyhen, Daniel Ihnen, Hergit Llenas, Elizabeth Markle, Sandy Marz, Sheila Moulton, Renee Olson, Kimberly Petersen

Secretary of the Council: Daphne DeLeon

NSLA Staff: Diane Baker, Karen Starr

Excused: Jeanette Hammons, John Simmons

Others present - afternoon Joint Meeting with Library Directors: Ann Marie White, NLA President-elect; Joan Dalasung, NLA Government Relations, Gayle Hornaday, Interim director, Henderson District Public Libraries; Jeanne Goodrich, Executive Director, LV-CCLD; Emily Reed, Program Manager, Washoe County Law Library; Sena Lloyd, Technology Trainer, Carson City Library; Tammy Westergard, Interim director, Carson City Library; Arnie Maurins, Director, Washoe County Library; Jonnica McClure, Interim director, Lyon County Library; Neil

Siegel, Interim director, Elizabeth Sturm Library, TMCC; Robbie Nickel, Elko County School district; Patricia Fua, White Pine County High School library

6. Call to Order and Roll Call

Judith Simon

The meeting was called to order at 8:40 a.m.

- Roll call
 - ✓ Welcome of new member, Hergit Llenas
 - ✓ Ms. Llenas represents literacy organizations. She works at the Clark County Public Education Foundation and has worked with Mr. Ihnen on library enhancement programs in Clark County. Started as a volunteer with PEF reviewing scholarships programs, especially to encourage minorities to apply. Education and reading were encouraged by family and became the foundation for her work.

7. Vice Chair/Chair-Elect & Council Vacancy

Judith Simon, Daphne DeLeon

- Review of situation - Nancy Cummings was not able to be reappointed
 - ✓ Ms. Simon is the Chair of the Council.
- Circumstances have left the vice-chair position open
 - ✓ Ms. Simon indicated Sandy Marz has expressed an interest in the vice-chair position
 - ✓ Ms. Marz reviewed her background with the Council and with law libraries and law library professional organizations
 - ✓ Margot Chappel nominated Ms. Etchegoyhen to the position of vice-chair; Ms. Olson seconded.
 - ✓ Nomination closed
 - ✓ Motion carried.
- State Council Appointments
 - ✓ Sharon Kientz submitted her resignation for personal reasons - she represented Classroom reading teachers
 - Submit names of potential representatives to Daphne or Diane
 - Governor's office has indicated a preference for representatives who are actively working with the constituency
 - ✓ There are two other vacancies representing:
 - Department of Education - Ms. DeLeon and Ms. Starr have a meeting scheduled to with the new State Superintendant and will bring up Council representation
 - Office of Economic Development

8. Public Comment

- There was no public comment.

9. Consent Agenda

Judith Simon

Motion: Accept the June 4, 2013 minutes. Moved by Mr. Ihnen; seconded by Ms. Bossart; motion carried. Ms. Elliott commented on the style of the minutes.

Acceptance of the July Commission on Cultural Affairs report - moved by Mr. Ihnen, seconded by Ms. Bossart; motion carried.

10. Effective Advisory Council presentation

Daphne DeLeon

- Ms. DeLeon presented information on the Council operation. Council has welcomed several new members over the last year. Proposed that this be a standing agenda item with Ms. DeLeon and other Nevada State Library and Archives (NSLA) staff present information to support the functions of the Council.
 - ✓ To reaffirm the goals and vision of the advisory Council and to support the advocacy role of members for libraries and literacy.

- ✓ Important tool for advocacy is the Biennial Report to the Governor.
- ✓ Development of Biennial Report is best as an ongoing process.
- Tools for Council important due to the limits on time available at meetings
 - ✓ How to develop and strengthen advocacy roll with a diverse Council
 - Ms. DeLeon put forward several items to support Council activities - advance timeframe for meeting materials to Council; identify meeting presentations that can be presented as written reports. Ms. DeLeon solicited input and discussion from Council members.
 - Ms. Moulton suggested Council members report on issues related to the constituency they represented - a two or three at each meeting. She also cited the value of the information from the joint meeting with Library Directors.
 - Ms. DeLeon said this can be started with the January meeting
 - Ms. Simon remarked on the challenges that were included in the Biennial report and the importance to follow through on these and other issues impacting the Council's constituents. Ms. DeLeon mentioned these items are part of Agenda item #13 and Council does have a advocacy role that can be pivotal.
 - NSLA has the responsibility to bring information, updates and tools to Council.
 - Ms. DeLeon highlighted some of the library standards and eligibility that are in place to support the promotion and extension of library service.
 - Ms. Etchegoyhen asked about keeping track of eligibility changes. Ms. DeLeon responded there is an annual check on LSTA eligibility now in place.
 - Mr. Ihnen asked about the Council representative for school libraries. Ms. DeLeon mentioned the upcoming meeting with the new State Superintendent as an opportunity for discussion. Mr. Ihnen said he had forwarded the Nevada Revised Statute information to Cindy Sharp on the librarian position requirement for the Department of Education - this position is currently vacant. Ms. Ihnen remarked the DOE hasn't requested statistical information for school libraries, required by NRS, for several years. Ms. Moulton asked if this statistical information correlated to school rankings. Mr. Ihnen indicated the rankings are dependent on many factors. Mr. Ihnen is looking for vision and support for school libraries from the state level.
 - Ms. DeLeon suggested the next report to the Governor could include more information about school library issues. Grant applications from schools have shown school libraries have different roles and priorities at various school districts.
 - Ms. Baker said the Education Technology funds and distribution to school districts have changed. Ms. Starr indicated Arnie Maurins, Washoe County Library director, is the representative on the Commission and would be a good source on the current status of the funding process. Ms. DeLeon said NSLA would seek information from Mr. Maurins.
 - Ms. Marz mentioned the benefit of meeting at libraries that can showcase LSTA projects - visiting an optimal school library would help perspective and would help in reviewing grant applications. Ms. Moulton mentioned literacy libraries exist in some schools which are separate from the school library.
 - Volunteers for the member profile for the next meeting are Dee Dee Bosart and Kim Petersen.

11. LSTA Program Overview & Update

Diane Baker

- Library Services and Technology Act (LSTA) - 2012 closeout
 - ✓ The program years reflect the federal fiscal year of the award - the award stretches out over two federal fiscal years.
 - ✓ The 2012 LSTA grant closed out September 30, 2013 - end of the federal fiscal year. Final fiscal and program reports are coming in; the final report is due to IMLS (Institute for Museum and Library Services) is due in late December.

- 2013 Grant program status
 - ✓ These applications were reviewed last January. Funding became available late due to multiple Congressional issues. These grants are in operation now.
- 2014 - Grant Cycle open
 - ✓ Grant cycle opened in August with the proposal phase of the process - proposals have been submitted and are under review by staff. This includes the eligibility
 - ✓ The full applications are due December 3rd and are subject to an additional review. The results of the staff review will be sent to Council members.
 - ✓ The competitive applications are expected to be sent out by mid-December.
 - ✓ Funding levels for the program will be dependent on Congressional action.
 - ✓ Ms. Marz asked about results of the 2012 grant reports. Ms. Baker indicated the reports were coming in currently and would be submitted to IMLS by December 30th. A compilation of the information will be prepared for Council members. Ms. Marz mentioned how this helped in the grant review. Ms. DeLeon and Ms. Baker indicated they would look at the best way to make the information available.
- LSTA Applications and Grant Review
 - ✓ Ms. Baker presented a PowerPoint on the LSTA program, Nevada's grant program and process.
 - ✓ LSTA 'Grants to the States' is available to all 50 states and U.S. territories and is funded on an annual basis.
 - ✓ The grant rating matrix and reviewing instructions were distributed to the Council members and the materials were reviewed.
 - ✓ This year the required grant training is being presented via webinar only - on Webinar Wednesday in late October and early November. The training is required and will also be archived to the NSLA YouTube Channel.

12. NSLA Literacy Program Update

Karen Starr

- Letters About Literature - national competition
 - ✓ A program of the Library of Congress - Center for the Book
 - ✓ Nevada's Center for the Book (NSLA) facilitates the program to K-12 schools
 - ✓ The information has recently been distributed by various lists to reach the teachers
 - ✓ Students read a book and write a letter to the author about how the book has changed their lives
 - ✓ Council members have been part of the review of Nevada's entries after the Library of Congress has identified the state's top entries. The state's review team recommends the letters to compete in the national competition.
 - ✓ Submitted letters have been remarkable with as many as 300 entries.
 - ✓ The Exploring Nevada episode on the Center for the Book will be uploaded to NSLA's YouTube Channel recently set up by Ms. Baker.
 - ✓ Several Council members discussed their experiences as reviewers.
 - ✓ Ms. DeLeon remarked LSTA funds have supported local and statewide reading programs that have directly contributed to this and other literacy initiatives. Ms. Starr mentioned the Nevada Reads program developed around Girl Child, with the author appearing at the Nevada Library Association and another local venue.
 - ✓ The specifics for the timeline of review requirements - Ms. Starr said the letters for review are usually available in January. She will contact Council members on this. Ms. Llenas indicated she was interested and also mentioned the need for scholarships reviewers next Spring - reviewers read a limited number of the requests
 - ✓ Ms. Moulton mentioned the Vegas Valley Book Festival. Ms. Starr affirmed NSLA will have a table at the event handled by Robbie DeBuff.
- Nevada Reads will have a focus on Nevada's sesquicentennial.

13. Statewide Library Issues

Daphne DeLeon, Karen Starr

- Sustainability

- ✓ Ms. DeLeon reviewed the status of public libraries, the impact of the recession on budgets and the closure of the Storey County Public Library by their County Commissioners. All libraries have been impacted to some level. Libraries are being pressed to justify their mission and operations.
- ✓ Storey County library was closed in 2012. The community now has a small library operation for children run by the non-profit Community Chest. It does not meet the requirements of the Nevada Revised Statutes, but it is a start.
- ✓ Lyon County Libraries have struggled with budget cuts for several years. Recently the commissioners have reviewed cuttings hours, staff, closure and the possibility of operating the libraries with volunteers. There is an interim library director as of October 5th, Jonnica McClure.
- ✓ Ms. Moulton mentioned the federal health insurance initiative and how libraries can participate as a means to be an important civic anchor. Other economic and literacy issues may have opportunities for all public libraries. Ms. DeLeon remarked on the recent broadband funding in Lyon county to show that local jurisdictions need to work together to build partnership and provide services - not operate separately. Council members were encouraged to contact NSLA if they see potential of integration of projects, in case NSLA can facilitate partnerships. Ms. Markle reviewed the informal cooperative developments with the Incline Village-Lake Tahoe libraries. Ms. Olson mentioned the difficulty of bringing together groups with differing missions and competition for resources.
- ✓ Lyon County School libraries are now at-risk with library-media specialists being placed back into the classroom per Ms. Starr. At the same time, Lyon County is part of the Striving Readers grant. Ms. DeLeon indicated the public libraries have not, as yet, be integrated into this literacy/reading program. There is a relationship
- NSLA Programs
 - ✓ Ms. Starr discussed the interaction with the Silver State Exchange (state insurance exchange) and opened the conversation about public libraries role in information with the public. She reviewed the necessary considerations about providing information and not giving insurance advice. Ms. Moulton mentioned what has been done in Las Vegas-Clark County Library District. Ms. Baker mentioned it is not new territory for librarians, similar situations exist with providing access to medical or legal information, but not giving legal advice. Ms. DeLeon indicated there may be higher expectations with insurance or medical information.
 - ✓ Ms. DeLeon recommended a fact sheet be developed on the services and initiatives that are available through the Development section of NSLA.

14*. 2015 SCLL Report to the Governor and Legislature

Judith Simon

- This is a possible action item - a working group can be developed or it can be deferred for further discussion and thought. Ms. DeLeon said the latest report will be available on the new website. Committee formation deferred.
 - ✓ Timeline for work. The last report was completed just before the end of 2012. Ms. DeLeon said it would be optimum to have the final draft available to Council for the Fall meeting of 2014. A committee should be appointed no later than the next meeting - with an initial meeting in February or March and then have brief, focused meetings each month.
 - ✓ Sheila Moulton, Elizabeth Markle, Dan Ihnen, Hergit Llenas, Sandy Marz, Cris Etchegoyhen indicated interest in the committee. Ms. Simon said John Simmons had been very helpful in the last report - he should be asked.
 - ✓ Ms. Marz emphasized the importance of getting the information to legislators well before session begins. Ms. DeLeon mentioned coordination efforts with library directors and the Nevada Library Association and Nevada Legislative day.
 - ✓ Ms. Elliott remarked the quality of the report has changed dramatically and is a very valuable document highlighting important issues.

- Ms. DeLeon offered to include Council information in NSLA's quarterly report to the Department of Administration.

15. NSLA Report

Daphne DeLeon

- Nevada One Click Away - final report
 - ✓ This project is officially completed. The final report was submitted on October 1st and all program activities were completed June 30, 2013.
 - ✓ As a review, the project included NSLA, Carson City Library, the Cooperative Libraries Automated Network and Henderson District Public Libraries. The project funded Public Computing Centers at sites in these libraries. The project partners are developing computer upgrade strategies, so all the new computers will not require updating at the same time.
 - ✓ Ms. DeLeon is looking to see how to leverage the PCCs in the public libraries and develop connection with various STEM initiatives in schools and Summer Reading programs with another organization.
- Senate Bill 20: Electronic State Publications
 - ✓ Passed in legislature - the bill formally allows state agencies to submit their publications to NSLA in electronic form. This will be part of the Library Services section of NSLA. Digital preservation is also a component of the legislation - this aspect is in development.
- Staffing
 - ✓ NSLA is expected to be fully staffed next week.

16. Information Items

Judith Simon

- Nevada Library Association Presentation
 - ✓ At the 2013 NLA meeting, three Council members presented a program on the mission and activities of the Council
 - ✓ Ms. Simon will be part of a presentation this year - Conquering Setbacks and Rebuilding our Libraries and it will be case studies on several Nevada libraries. It will be a Wednesday at 11:10 am.
 - ✓ Ms. Simon asked if Council would be interested in doing a program at the next year's conference. Ms. Baker mentioned NLA will likely skip their conference next year in favor of the American Library Association to be held in Las Vegas, June 2014.
 - ✓ Nancy Cummings and Sharon Kientz have recently left Council service and Ms. Simon asked about some acknowledgement. Ms. Starr indicated she will get certificates
- Training Support for Council members
 - ✓ Available through the Statewide Continuing Education project funded via LSTA - registration and travel may be available. Daphne DeLeon will be the primary contact - staff will ensure Council members have the correct documentation and parameters.
 - ✓ Ms. Baker reviewed some paperwork that is required for this meeting. Lunch options reviewed. Break for Lunch.

LUNCH BREAK

17. Joint Meeting with Nevada Library Directors

Judith Simon

- Meeting was reconvened at 1:30 pm as a joint meeting with Nevada Library Directors. Ms. DeLeon welcomed those present and reviewed the discussion items. Kimberly Petersen was excused for the afternoon session.
- Introductions
- Library Updates - LSTA Impacts

- ✓ LSTA program impacts were presented for Truckee Meadow Community College library, Carson City Library, Elko County School District libraries; White Pine County High School library; Lyon County Library system; Washoe County Libraries; Washoe County Law Library; Las Vegas-Clark County Library District; Henderson District Public Libraries
- LSTA Plan Working Group
- Advocacy
 - ✓ 2013 SCLL Report
 - ✓ NLA and 2013 Legislative report

18. Public Comment

- No public comment was made.

19. Adjourn

Judith Simon

Motion: For adjournment at 3:55 pm by Ms. Elliot, seconded by Ms. Moulton. Motion carried.