NEVADA STATE COUNCIL ON LIBRARIES AND LITERACY
COUNCIL MEETING
Wednesday, April 12, 2017
1:30 – 3:30 pm

Administration Meeting Area, 2nd Floor
Nevada State Library, Archives, and Public Records
100 N. Stewart St.
Carson City, NV 89701

Call to Order
Nancy Schmidt, co-chairperson, called the meeting to order.

Agenda Item 4: Roll Call
Present: Nancy Schmidt, Joan Dalusung, Sheila Moulton, Robert Jones (teleconference), Betts Markle, Jeanne Frazer Price, Cris Etchegoyen (teleconference), Ananda Campbell-Richards, Ian Salzman, Renee Olson, Kat Galland-Collins, Margot Chappell (teleconference), and Kim Petersen.
Absent: DeeDee Bossart, Connie Lucido, and Karsten Heise.
Other participants: Jeff Kintop (secretary), Tammy Westergard (assistant administrator for library and development services), and Sulin Jones (LSTA coordinator).

Agenda Item 5: Consent Agenda and Approval of Minutes from January Meeting
Motion passed.

Agenda Item 6: Nevada IMLS Grants-to-States (LSTA) Allotment Review

Ms. Westergard began an exhaustive review of the LSTA grants-to-states. All examples are from the 2016 grant cycle.

Match
Ms. Westergard pointed out that federal funds are intended to match and supplement, not replace, state and local funding. Amount of monies received is formula driven and based on state population. As such, it is variable from year to year.

Per IMLS, match is defined 34% total program amount awarded that year. Four qualifying expenditures are used to determine match:
1. Money from the state of Nevada general fund for state bookmobiles = $92,953, claimed at 100% - this leverages $26K more with LSTA funding
2. Money from the state of Nevada general fund for databases = $210,465, claimed at 50% - this leverages $416K more with LSTA funding
3. Money spent by NV public libraries on additional databases = $1,449,995 and this is claimed at 100%
4. Money from local sub grants is estimated at a minimum required 10% (local match), which for 2016 is a minimum of $52,500

Maintenance of Effort (MOE)
MOE is the LSTA statute that requires the state to prove maintained effort for libraries and programming with state resources.
There are five Nevada State Library MOE costs:

1. Nevada State Library Collections $135,226 (for collections) claimed at 100% and $210,456 (databases) claimed at 50%
2. Training and preparation = $11,199, claimed at 50%
3. Operating (for the state library) = $1,023,196, claimed at 50% (ex: building rent)
4. Salaries – For state library public service staff and one LSTA staff person = $802,883 is the MOE percentage calculation – see attachment A
5. Information Technology - $16,809 claimed at 50%

For a breakdown of 2016 funds, see slide 16 of the PowerPoint.

Ms. Moulton asked whether in-kind counted toward total or if match must be strictly monetary, to which Ms. Westergard replied that in-kind was counted toward total.

Money
Ms. Westergard continued: sub-grants have been ranked and IMLS has awarded Nevada a partial award, as of April, of $1.1 mil. It was awarded through a continuing resolution. Per the IMLS population calculation, Nevada should receive $1.7 mil if given full award. Current partial award is over $500,000 short. As such, Mr. Kintop will prepare a budget using figures from partial award.

A question was posed to council: How will council divide up partial award monies? Also, if full award comes in after partial award has already been earmarked or disbursed, what course of action will council take?

State Library staff suggested that if only the partial award is given, the most equitable thing would be to not fund any sub-grant projects at all. Thus, $1,158,320 will be available for statewide programs, $70,475 more than if full award was given and funded every sub-grant.

The state budget analyst has requested that council develops programs based on the partial award.

Partial Award Funding Allocations
Several existing statewide programs will remain as is. They function well and meet intended goals.

- Talking Books for the Blind
- Rural Bookmobile Support
- Information Nevada/Ill Postage Support
- Public Library Statistics
- Electronic Databases

Proposed Adjustments
A few statewide programs can be reconfigured to reach the most possible people and have the widest impact. Objectives and core budget will stay the same and collaborations will be sought to reduce costs.

- Statewide Reading Programs (SRP, DIA, Center for the Book)
- Continuing Education (CE workshops, Travel to Training, NLA)
- Digital Initiative

Ms. Moulton asked what stipulations from federal government were in place regarding sub-grant fund spending. Ms. Westergard replied that there were none.
It was proposed that the statewide reading program be reassemble as follows:

Community Enrichment
Community enrichment programs would be given an expanded timeframe to use funds, which would cut down on paperwork and enable increased flexibility. Proposal includes opening grants to school libraries (not allowed now). Money could be added from leftover funds ($70,465) to beef up existing program.

- Current outreach numbers:
  a. Summer Reading Program (SRP) 10-12 libraries
  b. Annual Reading Program (ARP) 1 library
  c. Diversity in Action (DIA) 10-12 libraries

Ms. Schmidt commented that she was in favor of this plan.

Ms. Olson asked: How will requirements for programming change if restructured? Ms. Jones replied that libraries that meet guidelines are eligible to receive money. Much of the decision making on how to spend is left up to individual libraries.

Ms. Schmidt asked whether this easing up of restrictions would enable more library involvement (in particular rural libraries), to which Ms. Jones replied that it would streamline the application process and open up innovation to libraries.

Ms. Markle commented that a further streamlining of the application process (one application for three continuing community enrichment, for example) would also save time and effort.

Ms. Olson asked whether libraries would determine how its community uses funds. Ms. Jones replied in the affirmative.

The three community enrichment programs (SRP, ARP, DIA) will be combined into a new statewide program. Lifelong learning, diversity, early/adult/family/digital/information literacies, and community partnerships, will remain target goals. Combined funding levels will remain comparable to previous years.

- Benefits: combining these projects into one, with an expanded timeframe will offer flexibility and reduce paperwork (local and state).

Workforce Development
These programs include NCLab (coding course, supported by Gov. Sandoval) and Headed2.

NCLab will be moved to a new statewide program titled Workforce Development. It will be expanded to include at least 10 new libraries. NSLAPR will schedule trainings and provide support to ensure that outcomes are met. Also, Headed2, which helps job seekers prepare for careers, will be deployed in partnership with public libraries.

- Benefits: provides continued support for advancing coding as a literacy in partnership with the State Dept. of Education.
- Additionally, the job seekers “match.com” type tool includes career cluster and career pathway exploration in addition to occupations.
- Creates opportunity for all libraries to have career counseling tool that is customized to the career needs of Nevada.
Ms. Petersen asked whether adult education was included in these career training courses and if the certificate was available for adults. Ms. Westergard replied that she was unsure if the Department of Education recognized NCLab and Headed2 as adult education programs as they were developed for K-12 student needs. However, community libraries do offer career training of a similar kind.

Ms. Olson asked if Headed2 and WIOA were working toward a common goal and stated that the programs may be a duplication of resources. Ms. Westergard was unsure.

**Literacy Programs**
Center for the Book and the three associated subprojects will be moved to a new statewide program called Literacy Programs. NSLAPR hopes to collaborate with Nevada Humanities to manage this program.

a. Letters About Literature (LAL) 17 NV school districts  
b. Nevada Reads – up to 10 libraries  
c. National Book Festival (NBF) – Annual event in Washington, D.C.  

- Benefits: New audiences, increased flexibility, wider range of programming outlets, and greater overall community impact.

Ms. Schmidt commented that the library community and Nevada Humanities have held meetings to discuss a better alignment of goals and collaboration across agencies.

Ms. Markle stated that she would like to see the literacy program include early childhood literacy. Ms. Westergard said that the current emphasis was on adult literacy, but discussion on childhood literacy should be furthered.

Mr. Jones suggested that a council-wide update on literacy programs would be helpful in understanding where the needs of the state currently stand.

**Continuing Education**
Continuing Education is an area of vital concern and certain offerings are well received and much used (Library Juice seats, NLA Speakers, CE calendar).

It is propose to streamline and expand the above CE programs as follows:

1. Travel to Training will become scholarships to library jurisdictions for specific programs (NLA, ARSL, etc.).  
2. The statewide workshop will become a monthly, archived, webinar series  
3. NSLAPR will discuss with NLA options to hold pre-conference workshops/trainings etc. in order to bolster in person training

**Statewide Digital Initiative**
The purpose of the Statewide Digital Initiative is to increase access to collections held by Nevada’s cultural heritage intuitions by digitizing content. Currently out of date (last updated 2009). A new plan is needed and collaboration with academic institutions will be sought to facilitate this.
Council Discussion of Allotment Review
Ms. Petersen asked if it was unusual to get only a partial award. Mr. Kintop replied that it has happened in the past, but that the full award was later given. He further stated that the budget office wanted a working program soon (by May 7) but that the program can be amended until June.

Ms. Olson wanted clarification as to whether council was being asked to make a decision on how to spend the $70,475 in leftover funds. She also sought clarification as to what would be done with monies if full award was granted. Ms. Westergard replied that sub-grants will be tabled until further notice. Ms. Jones said that the $70,475 could be used to beef up existing programs and that it would not be difficult to readjust if we get more money. Money can roll into next state fiscal year but not federal fiscal year.

Ms. Schmidt said that the sub-grants would be in a “holding pattern” until the budget is determined.

Responses to LSTA Survey
Ms. Westergard went over the results and comments from an LSTA-related survey sent to Nevada library directors. The response rate was high.

- Total response rate: 56%
  - Public libraries 95%
  - Academic libraries 73%
  - School library systems 36%
  - Special libraries 18%

For a list of questions and a breakdown of feedback to the survey, see PowerPoint, slides 31-43.

A selection of quotes sent by library directors was read aloud by Ms. Westergard. For direct quotes, see PowerPoint slides 44-50.

Ms. Olson asked if the survey results would be used to let federal representatives know how vital LSTA funding is. Ms. Schmidt replied that such critical information should indeed be used to tell stories of LSTA success.

Ms. Moulton suggested that the survey info be summarized and used as a template to approach legislators. Ms. Schmidt agreed.

Ms. Westergard expressed her appreciation for the participation of the statewide library community.

Ms. Olson asked if there was a nationwide body that can help legislate and lobby federal government representatives. Ms. Markle replied in the affirmative; the American Library Association (ALA) performs nationwide lobbying for libraries. Ms. Olson wondered if lobbying efforts by the council were needed since a national body performs a similar function.

Ms. Dalusung stated that the ALA and NLA have a National Libraries Legislative Day in Washington DC wherein groups of advocates speak with congressmen. Ms. Markle affirmed that reaching out to legislators was essential and makes a difference.

Ms. Galland-Collins asked if there was a plan to share the information gleaned from the survey. Mr. Kintop stated that COSLA works with IMLS to figure out lobbying. Western Council of State Libraries also lobbies legislators. All the aforementioned groups have plans, meetings, and workshops. He also stated
that a delegation from Nevada would be going to Library Legislative Day in Washington DC.

Ms. Schmidt implored the council to remain cautiously optimistic and to continue efforts to protect the state’s cultural infrastructure.

Ms. Westergard pointed to the importance of the executive summary of the 5-year IMLS plan as it shows how well LSTA funds work in our communities.

**Motion**

“If additional federal IMLS funds are not available, Nevada State Library will use existing funds to support current and reconstructed statewide initiatives and postpone funding LSTA subgrants at this time.”

Motion passed.

**Agenda Item 7: Council Member Updates**

Ms. Schmidt expressed her appreciation for the following council members: Sheila Moulton, Betts Markle, and Cris Etchegoyen. All three are either retiring or are termed-out.

Ms. Galland-Collins spoke to an effort to put a teaching librarian in every school. This would encompass having a statewide evaluation system for school librarians, similar to the one for teacher but modified to allow for the collaborative role of libraries and taking into account AASL standards.

Mr. Jones commented that having teaching librarians was essential providing students with services, such as literacy, information, and technology.

**Agenda Item 8: Set Council Meeting Dates**

Next meeting will be on Tuesday, Oct. 17 in South Lake Tahoe to coincide with NLA Conference.

**Agenda Item 9: Public Comment**

No comment.

**Adjourn**

Motion passed.