

## **State Library of Kansas Advisory Board Meeting Minutes**

December 10, 2021 – 10:00 a.m. via Zoom

PRESENT: Ann Adrian, Rhoda MacLaughlin-Ramirez, Susan Moyer (Chair), Eric Norris, Randy Roberts, Ray Walling, Steven Waugh, Leslie Weishaar

ABSENT: Bill Brady, Tom Taylor, Steve Funk, Kyle Lord

GUESTS: Richard Brookman, Paul Hawkins, Brandon Hines, Melanie Hedgespeth, Linda Knupp, Mike McDonald, Sharon Moreland, Gail Santy

SLK STAFF: Jen Brading, Jeff Hixon, Michael Lang, Alice Smith, Sarah Tenfelds-Dubois

### Call to Order

Chair Susan Moyer called to order the quarterly meeting of the State Library of Kansas Board, held via Zoom conference, at 10:03 a.m.

### Agenda Approval

The meeting agenda was presented for review and approval. Steven Waugh made a motion to approve the agenda, seconded by Rhoda MacLaughlin-Ramirez. By voice vote, motion passed unanimously.

### Introduction of Board Members

Board members made self-introductions and Eric Norris introduced SLK staff.

### Opportunity for Public Comment

There was no public comment

### Approval of Minutes

The September 24, 2021, meeting minutes were presented for approval. Leslie Weishaar noted that an early version of the minutes in the State Librarian's report (on page 3) said that Legislation approved \$3,000 to help with rent and moving costs, and the correct amount is \$30,000. Ray Walling made a motion to approve the minutes with the noted correction, seconded by Ann Adrian. By voice vote, motion passed unanimously.

### SLK Advisory Board Report

- There were no reports from the Board.

## Kansas Library Express Courier Report

Report provided by Michael McDonald, NEKLS Director.

### Petition by USD 273 Beloit to join CKLS Regional System

The petition by USD 273 Beloit to join CKLS was present by Gail Santy, CKLS Director. Leslie Weishaar made a motion to approve the petition as presented, seconded by Ray Walling. By voice vote, motion passed unanimously.

### State Librarian Report

- Office Relocation of SWS to Landon 804 on Oct. 19-21
  - Started the first round of Laptop computers
- IMLS 5-Year Evaluation is underway by the Docking Institute
  - Focus group discussion started this week as well as surveys
- Server Upgrade
  - Two brand new servers and firewalls are racked over in the Eisenhower building
  - Coordinating time between Dell and OITS to transfer and start
  - Big impact to our LPA 2019 IT Security Audit
- Website Refresh
  - New look, same reliable info
- Kansas Notable Books Videos with Wichita Public Library
- Employee Changes
  - Employees left or leaving: Brian Herder (Ref); Holly Hutchinson (SWS); Aaron Heil (TB)
  - Dakota Heard new to reference
  - Postings for Ref and SWS
- KLRD Budget Analyst Norma Volkmer is leaving before Session
- Special Session Nov 22, Regular Session Monday, Jan 10
  - SLK lobby will most likely be open but working closely with Cindy
- Kansas Department of Tourism might be shooting some scenes in the library next Friday
- Last Day at the desk Thursday, Dec 23
  - Status of replacement is unknown

### SLK Department Reports

Reference – Sarah Tenfelde-Dubois for Cindy Roupe

- Busy during the Special Session on Nov 20 and the library foyer and browsing areas were open. For the 2022 Session we anticipate the library being more open than last year, but still a few restrictions to keep staff safe. We hope that we will be able to open the tables on the east side.
- Staffing Changes - Dakota Heard started Nov 29 and is the new Reference Librarian/Senate Bill Indexer. He replaces Nicole Hansen who is now in Statewide Services. Sarah Tenfelde-Dubois will be replacing Brian Herder who left for another job.

Currently taking applications for a new reference librarian to replace Sarah. This will be answering the hotline and coordinating federal documents.

- We are happy that our House Bill Indexer will be returning for her 7th session.
- In Technical Services, staff moved more than 13,000 state documents from a google drive into the online state documents collection: Kansas Government Information Online Library. The documents had to be moved because of a change in security settings with Google that made files unobtainable. Staff were able to do this in less than 2 months.

#### Statewide Services – Jeff Hixon

- The move to new offices, the website redesign, and the upcoming departure of Holly Hutchinson has kept Statewide services busy.
- Nikki Hansen has made good progress in transitioning to her new duties with the Statewide Catalog (KLC) and Interlibrary Loan (KICNET). Some unusual issues have come up and been resolved successfully in her first 3 months.
- Andy Schafer and Jeff Hixon have been working to make SimplyE, a universal reading app for multiple digital book platforms, an option for Kansas readers. We are working through technical issues with the last of our targeted platforms/vendors. (NOTE: SimplyE is in the process of being rebranded The Palace Project.)
- The first part of a two-part webinar on the E-rate program was presented on November 9. The recording has been viewed almost 40 times.
- Statewide Services presented two sessions at KLA - KICNET User Group, the annual meeting of KICNET ILL user libraries (Nikki, Jeff, and Debbie Hensler from A-G) and Statewide Services from the SLK (Holly, Andy, Michael)

#### Talking Book – Michael Lang

- Download on Demand update - 3,342 accounts have been rolled over to our Duplication on Demand model (both individual and institutional accounts) are receiving books and magazines through our new circulation system. Plan to Finalizing our strategy to have all institutions rolled over by the end of the calendar year.
- Deaccession of physical inventory - 71,500 cartridges will be sent back to NLS. Circulation staff are in the process of planning the strategy for this monumental task.
- Only 1 high-demand title has 5 or more reserves on it
- The entire staff has worked hard to make all this possible - it is a big change for circulation staff and has changed daily activities substantially. And the reader advisors have been patiently guiding users through the new processes and learning along with them.
- Braille eReader - Currently 38 of 55 active KS braille patrons have ereaders checked out from Utah State Library - 1,803 braille books and Magazines in October November versus 2,994 in all of FFY 2020
- Staffing Changes - Library Assistant Arron Heil has taken a job at WSU as a Library Scholarly Information Specialist. He's been with us for 4 years.

- Maggie is working on a collaborative project with 17 other Talking Book libraries across the country and NLS to develop accessible activities for the Summer Reading Program.

#### LSTA and SDC – Alice Smith

- Public Library Survey - Opens January 1, closes February 6. Worked w/ committee-system reps to evaluate survey/helpful changes and added “self-directed” activities (grab-n-go) & curbside check-outs; IMLS added: circulation of other items (non-traditional)
- State Aid payments will be on February 15th - currently receiving municipal budgets from state to evaluate eligibility
- ARPA Grants - Implementation period through end of January 2022
- State Program Report - Report on all LSTA spending and due to IMLS at end of each year

#### Regional Library Systems

##### Southwest Kansas Library System (SWKLS)

- Richard Brookman shared that he is working with his member libraries on records retention and legacy/transitional training.

#### Proposed 2022 Meeting Dates

The proposed meeting dates for 2022 are March 11, June 10, Sept. 23, and Dec. 9, and Eric Norris suggested the meetings continue through Zoom with consideration to hold the June meeting in-person. Steven Waugh made a motion to approve the meeting dates, seconded by Ann Adrian. By voice vote, motion passed unanimously.

#### Adjournment

Rhoda MacLaughlin-Ramirez moved to adjourn the meeting, seconded by Randy Roberts. By voice vote, motion passed unanimously. The meeting was adjourned.

The next regularly scheduled Board meeting will be Friday, March 11, at 10:00am, via Zoom