

# Library Board of Rhode Island Annual Report 2017

July 1, 2016 – June 30, 2017

## Members and Representations

Thomas Viall (Chair, General Library Users); Cristina M. Amedeo (General Library Users); John N. Bucci (Medium or Large Public Libraries); Melody Drnach, (General Library Users); Annette Feldman (Small Public Libraries); Kenneth Findlay (Library Serving Institutionalized Persons); Edward Garcia (Economically Disadvantaged); Louise Herrington-Bright (General Library Users); Rosita E. Hopper (Academic Libraries); Phyllis A. Humphrey (School Libraries); Vacant (Corporate or Special Libraries); Monica Nazareth-Dzialo (Users of Talking Books Plus); Doug Norris (Statewide Library Advocacy Group); Rose Ellen Reynolds (General Library Users); Robert H. Sloan, Jr. (Public Library Trustees); Joan Ress Reeves (Member Emeritus); Commissioner of Elementary and Secondary Education (Ex Officio); Commissioner of Higher Education (Ex Officio).

## Board Meetings

The Board convened 9 meetings in state fiscal year 2017, with minutes attached as an appendix to this report:

- September 19, 2016
- October 17, 2016
- November 21, 2016
- December 19, 2016
- January 9, 2017
- March 20, 2017
- April 17, 2017
- May 15, 2017
- June 12, 2017

## Board Actions

The Board provides guidance to the Office of Library and Information Services, setting policy for the development of public library services, interlibrary cooperation and resource sharing as relates to current and future library and information service needs in the state. The Board, upon seeking the advice of the stakeholders they represent and the Chief of Library Services, also determines priorities for the expenditure of state and federal funds in the development of public library services, interlibrary cooperation and resource sharing.

In state fiscal year 2017, the Board and its committees took action on the following matters:

- Approved and published “A Report of Recommended Alterations to the State Grant-in-Aid Formula” available online at <http://www.olis.ri.gov/about/lbri/reports/FundingFormulaCommitteeReport2017.pdf>
- Reviewed and approved the Office of Library and Information Services Five-Year State Plan for Library Services and Technology Act (LSTA) Funding 2018-2022.

- Established timeline for review and revision of regulations and policies of the Office of Library and Information Services.
- Submitted letter of concern to the Rhode Island congressional delegation regarding the proposed elimination of the Institute for Museum and Library Services in the 2018 federal budget.
- Discussed and implemented courses of action on state and federal legislation impacting libraries.
- Reported on issues of importance and/or concern for the constituents they represent throughout the year, especially interlibrary delivery services for school libraries, reduction of funding for statewide databases, and services to Rhode Islanders who are blind or visually impaired.
- Brought forth issues and observations from Board members' areas of expertise within the library community and at external organizations whose objectives intersect with libraries, such as literacy, technology and social services. These reports helped guide the Office of Library and Information Services in the development and/or clarification of procedures and provision of services and programs for the libraries in the state.

## **Financial Statement**

- No funds were received or expended by the Board.
- Clerical, administrative and technical support for the Board were provided by the Office of Library and Information Services.

## **Board Performance**

- The ad hoc State Aid Formula Review Committee met 7 times from July 2016 thru November 2016. The committee reviewed the current formula for the distribution of state library aid to RI cities and towns and, following extensive analysis of economic, demographic and library data, made recommendations for the revision of the formula in "A Report of Recommended Alterations to the State Grant-in-Aid Formula."
- Board members participated in a focus group convened by an independent consultant to evaluate the Office of Library and Information Services' performance on its 2013-2017 Five-Year Strategic Plan for the expenditure of federal Library Services and Technology Act funds.
- Board members participated in a focus group convened by an independent consultant to provide input for the Office of Library and Information Services 2018-2022 Five-Year Strategic Plan for the expenditure of federal Library Services and Technology Act funds.
- Monitored and analyzed state and federal legislation affecting libraries to determine action items.
- Attended National Library Legislative Day in Washington DC in May 2017 to advocate for federal legislation impacting libraries.
- Actively engaged with members of Rhode Island's federal delegation to encourage support of the federal Institute of Museum and Library Services (IMLS) and funding for the Library Services and Technology Act, which provides funding for IMLS and its grant programs; the IMLS Grants to States program provides half of the Office of Library and Information Services' annual budget.

- Provided critical feedback and recommendations for the Office of Library and Information Services in the development of the agency's new strategic plan and mission statement, as well as recommending actions on diversity and inclusion and services to families with incarcerated family members.
- Provided critical feedback on activities of the Office of Library and Information Services, including interlibrary delivery, statewide resources available on AskRI, continuing education programming for librarians, and the Talking Books Library.

## **Hearings and Complaints**

- No hearings were conducted by the Board.
- No complaints were brought before the Board.

## **Board Trainings**

- No new Board members were appointed to the Board in 2016; no Board trainings were held.

## **Anticipated Activities 2018**

- Complete revision of the Public Library Construction Reimbursement Program regulations and complete the regulatory process to promulgate regulations.
- Develop Standards for Institutional Libraries and complete the regulatory process to promulgate these regulations.
- Examine key issues facing school libraries to better understand their unique needs and develop recommendations for potential Board actions.

## **Findings and Recommendations**

- The Board continues to seek ways in which to support and further the development of library services in Rhode Island's cities and towns, schools, colleges and universities, and other non-profit organizations. Additionally, the Board seeks to expand partnerships with similar organizations to support and strengthen library and information resources and programs in traditional and innovative ways for all Rhode Islanders.
- The Board currently has 11 members whose terms have expired: 4 expired in 2016, 7 previously. The Board consists of 15 members. All members with expired terms, with two exceptions, are continuing to serve until a successor is appointed, per RIGL 29.3.1-3.1. Alison Maxell, Representing Special Librarians, resigned from the Board in September 2015 due to her relocation out of state; Phyllis Humphrey, representing School Libraries, resigned from the Board in May 2017 due to her retirement and subsequent relocation out of state. New appointments by the Governor with the advice and consent of the Senate are necessary to ensure that the board remains a vibrant and effective entity.
- The commissioner for elementary and secondary education and the commissioner for higher education hold ex officio seats on the Library Board of Rhode Island, but no designee has been appointed; as such, education did not participate in Library Board meetings in 2017.

## **Appendix I: Library Board of Rhode Island Minutes**

Final approved minutes as filed with the Secretary of State are compiled and available on the Office of Library and Information Services website and appended to this document. Minutes are available online at <http://www.olis.ri.gov/about/lbri/minutes/fy2017lbrimm.pdf>

Minutes of meetings held:

- September 19, 2016
- October 17, 2016
- November 21, 2016
- December 19, 2016
- January 9, 2017
- March 20, 2017
- April 17, 2017
- May 15, 2017
- June 12, 2017

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on

September 19, 2016

at the Department of Administration,

2<sup>nd</sup> Floor, Conference Room C,

One Capitol Hill, Providence, RI 02908

**Members Attending:** Cristina Amedeo, John Bucci, Melody Drnach, Annette Feldman, Edward Garcia, Louise Herrington-Bright, Rosita Hopper, Phyllis Humphrey, Monica Nazareth-Dzialo, Joan Ress Reeves, Robert Sloan, Thomas Viall

**Members Absent:** Kenneth Findlay, Phyllis Lynch, Alison Davis-Maxell, Doug Norris, Rose Ellen Reynolds

**Present from the Office of Library and Information Services (OLIS):** Karen Andrews, Donna DiMichele, Karen Mellor

**Guests:** Dr. Dzialo

**Materials Distributed:**

- Proposed Library Board of Rhode Island Meeting Schedule for Legislative Session 2016-2017

### I. WELCOME

The Chair called the meeting to order at 4:16 p.m.

### II. APPROVAL OF THE MINUTES from the June 13, 2016 meeting

**Moved by:** Dr. Hopper

**Seconded by:** Mr. Garcia

The meeting minutes were approved with no changes.

### III. REPORT OF THE CHAIR

#### A. Cornucopia

On September 15, 2016, Mr. Viall attended Cornucopia of Rhode Island's 10<sup>th</sup> anniversary celebration at the Warwick campus of the Community College of Rhode Island (CCRI).

Cornucopia's mission is to promote library services to people of color within Rhode Island, and the development of librarians and library staff of color. Ms. Mellor was the keynote speaker at the meeting; Mr. Viall commended Ms. Mellor for her speech about creating diversity in libraries. The retirements of members Andrew P. Jackson (Sekou Molefi Baako), Director-Emeritus, Langston Hughes Community Library and Cultural Center, Queens Library Corona,

New York, and Dr. Cheryl A. McCarthy, Professor Emerita, University of Rhode Island, Graduate School of Library and Information Studies, were celebrated at the event.

B. Deborah Cullerton

Mr. Viall reported the death of Ms. Deborah Cullerton, the former Administrative Assistant at OLIS, on September 15, after a long illness. He recalled the excellent service Ms. Cullerton gave to the Board, and made special note of how she supported his work when he was a new member. On behalf of the LBRI, Mr. Viall will send a letter of condolence to Ms. Cullerton's family.

C. Library Services and Technology Act (LSTA) meeting

A focus group, comprised of members of the LBRI, will be held at William Hall Library on September 29 for the OLIS LSTA evaluation. Mr. Viall encouraged LBRI members to attend the session.

#### IV. CHIEF OF LIBRARY SERVICES REPORT

A. Cornucopia Event

Ms. Mellor thanked Mr. Viall for his attendance at the Cornucopia event. At the event, Ms. Mellor called on the Rhode Island Library Association (RILA), and Ms. Valerie Karno, of RI University's Graduate School of Library and Information Studies, to work together with OLIS, and the library community, to make libraries more reflective of the communities they serve.

B. Summer

i. Move

OLIS relocated from the 4<sup>th</sup> floor of the Department of Administration building to the 2<sup>nd</sup> floor. The new location brings all staff together for the first time in over 20 years, and has an open floor plan, making the space much more conducive to collaboration.

ii. Summer Reading Program (SRP)

On August 23, the annual Summer Reading Program (SRP) culminated in the All-Star Summer Reading Finale at McCoy Stadium in Pawtucket. The event was attended by 46 All-Star Readers randomly picked by their public libraries to represent them. One reader's name was selected from a raffle drawing to win a trip for four to the Walt Disney Resort in Orlando, FL. The winner participated in the SRP at the Tiverton Public Library.

Over 14,000 children participated in the 2016 SRP – "On Your Mark, Get Set...Read!", 337 shows were held in libraries, and over 10,000 people attended the library shows. OLIS sponsored 129 of these shows.

iii. One Catalog

The One Catalog project has been discontinued because of the academic library consortium (HELIN) shift to a different integrated library system (ILS). OLIS does not have software to bridge the different ILS used by the public, school and academic

consortia, and other libraries, so library users will need to search various library catalogs to locate materials needed outside of their consortium. OLIS will continue to work with libraries on a system to accommodate inter library borrowing.

iv. AskRI Databases

Two AskRI databases, Tutor.com (Homework Help RI) and Heritage Quest, were not renewed due to the one-third reduction of the Statewide Reference Resource Center's funding in the 2017 state budget. The business index, A-Z database, was continued as funding was identified to retain it. Since the suspension of the Tutor.com service on AskRI, nine public libraries have added Tutor.com to their electronic subscriptions. Ocean State Libraries (OSL) helped coordinate a group purchase, and Tutor.com extended the same statewide funding discount to libraries for this budget year.

v. Construction

Construction has been quite active this summer, and Lauren Plews, the OLIS State Data Coordinator, has been assigned to this program to assist Ms. Mellor with the Public Library Construction Reimbursement program.

OLIS has signed an agreement with Barrington Public Library to reimburse eligible costs for the renovation of the library's second floor, which includes the children's room, technical services, office space, and public meeting spaces.

Providence Public Library (PPL) is embarking on a major renovation and reorganization of their library. The library will better integrate the newer portion of the building, from the 1950s, with the older section of the building to create more spaces for learning, and restructure other library spaces to better serve PPL's new strategic plan. Planning is in the preliminary stages for this project.

Providence Community Library (PCL) is exploring the renovation of a space in the Olneyville area to accommodate the Olneyville Library. The current Olneyville Library building is a former bank that was donated to PCL, and it has flooding issues because of its proximity to the Woonasquatucket River. PCL is also interested in renovating the Knight Memorial Library to add air conditioning and update HVAC systems. The lack of air conditioning at this location results in closings on very hot days.

Narragansett is planning to retrofit an existing commercial space to build a new library in that town. A bond item for the project will be on the ballot in November.

vi. Annual Survey

The public library annual survey closed on September 15. With the exception of one library that was granted an extension, all surveys have been received. Ms. Plews is reviewing the grant-in-aid applications, which are submitted as part of the annual survey, and forwarding these to Ms. Mellor for final approval.

## C. Fall 2016

### i. Budget Development

The Department of Administration is currently developing its budget for fiscal year 2018.

### ii. Continuing Education (CE) Programs

OLIS has many CE programs scheduled for the fall. One of the highlights is a day long program on October 13 at Bryant University, 'Envisioning the Future of Resource Sharing in Rhode Island: Aspiration Meets Practicality.' The program includes keynote speaker, Marshall Breeding, Founder and Editor of *Library Technology Guides*, and a panel of librarians discussing resource sharing.

The 8<sup>th</sup> Annual Teen Summit will be held in Worcester, MA, on September 29. This will be the third year that OLIS has collaborated on the event with the Massachusetts Library System.

Other CE programs scheduled for this fall include monthly Young Adult Round Table (YART) meetings, various adult services programs, and programs on social media and media literacy.

### iii. Resource Sharing

OLIS and the Massachusetts Library System (MLS) are currently collaborating on a pilot program for interstate delivery so that Massachusetts and Rhode Island Libraries can share resources without incurring postage costs. OLIS and the MLS utilize the same carrier, Optima, and that is key to the success of the program. Twenty libraries from across Massachusetts are being added to the pilot project, which also includes libraries in the Minuteman and Old Colony networks in Massachusetts. The project is supported financially by MLS and HELIN, which pays for a delivery route to Wheaton College, a HELIN member in Massachusetts.

## D. LSTA Evaluation (Ms. DiMichele)

OLIS must submit a five-year plan to the Institute of Museum and Library Services (IMLS) for the use of federal LSTA funds awarded to RI through the Grants to States program. As part of the grant process, OLIS must submit a formal evaluation of the plan towards the end of the five-year period. OLIS joined with eleven northeastern states, that belong to the Council of State Library Agencies in the Northeast (COSLINE), to jointly issue a Request for Proposals (RFP) to hire a consultant to conduct five-year plan evaluations for each state. The firm Quality Metrics was awarded the contract to conduct the evaluations.

Ms. Mellor and Ms. DiMichele are working with the consultants to gather information for the evaluation through a survey of the library community, focus groups organized around specific Five Year Plan goals, and meetings with OLIS staff. The consultants will then prepare a report and submit the draft to OLIS in February 2017. OLIS will have the opportunity to review the report and provide feedback; the final report is due to the IMLS no later than



March 30, 2017. The evaluation report will also be used as OLIS prepares its 2018-2022 LSTA plan.

E. LSTA Reauthorization

LSTA is due for reauthorization by Congress in 2016, and OLIS has provided feedback to Senator Reed's staff for the reauthorization bill text. The draft legislation includes new language about serving community needs (such as workforce development, business development, adult education, and financial literacy), connecting libraries with education, and more interagency collaboration at the federal level. These, and other revisions, reflect the important role of libraries in meeting the needs of communities and individuals in the 21<sup>st</sup> century.

**V. COMMITTEE REPORTS**

A. Legislation

i. RI State Budget

The State Budget for FY17 was approved, and included an additional \$900,000 in library aid to cities and towns.

ii. Department of Administration (DOA) Legislation Meeting

Ms. Mellor will attend a meeting of DOA department chiefs in early October to discuss legislation that impacts their agencies. RI General Law Title 29 contains laws pertaining to libraries, and LBRI members are encouraged to let Ms. Mellor know if they have any concerns about, or recommendations on, this law.

iii. LBRI Annual Report

Per RIGL 29-3.1-4.1(10), the LBRI will submit an annual report to the Governor and General Assembly that will include the activities of the Board, such as meeting dates, board decisions, and board actions. The report will be prepared by OLIS, and submitted by the Board.

B. Policy Review Committee

The Policy Review Committee met twice over the summer, and has scheduled another meeting. The committee is making progress, and will be requesting a review of the Public Library Minimum Standards. A list of recommendations is being prepared and will be issued to the LBRI.

C. Library Construction Regulations Revisions

There are no updates on the revised regulations at this time. OLIS will be working with the Office of Management and Budget (OMB) to promulgate the revised regulations. Any construction agreements signed prior to the approval of new regulations will be governed by the regulations in effect on the date that the construction agreement is signed.

#### D. State Aid Formula Review Committee

The State Aid Formula Review Committee met three times over the summer, and has a meeting scheduled for September 28. The committee has been examining data and factors that may be considered in the determination of the amount of state library aid to individual cities and towns. The committee will provide recommendations based on their findings at the November LBRI meeting.

### VI. BOARD MEMBER REPORTS

#### A. Mr. Viall

Mr. Viall discussed the annual LBRI report that is due to the Governor. Mr. Viall recommended that OLIS craft the report from approved meeting minutes, and submit it to the Chair for approval. Hearing no objections, Mr. Viall directed OLIS to develop the annual report.

#### B. Ms. Amedeo

Ms. Amedeo reported on the new online client-driven website (RI Bridges) from the RI Department of Human Services (DHS) that replaces phone and walk-in assistance for health and human services benefit recipients. The new enrollment and eligibility system provides access to SNAP, Medicaid, child care, and other long-term services. The system has not been working optimally and some clients are experiencing difficulty in accessing benefits. Ms. Mellor stated that libraries may experience requests for assistance with the new system, and is seeking information from the DHS for distribution.

Medicare open enrollment begins on October 15, and Healthsource RI enrollment begins on November 1. Libraries interested in hosting an event can contact Ms. Amedeo.

#### C. Ms. Nazareth-Dzialo

Ms. Nazareth-Dzialo reported that four social workers at the Services for the Blind and Visually Impaired (SBVI) have been reassigned to the Department of Children, Youth, and Families (DCYF) as a result of the launch of RI Bridges. The social workers will be replaced with other counselors from the Department of Human Services (DHS) who do not have experience working with the visually disabled. SBVI counselors serve as a referral point for OLIS' Talking Books Plus program.

### VII. UNFINISHED BUSINESS

#### A. Library Services Strategic Plan: Environmental Scan

Ms. Mellor reported that budget constraints will result in this work being conducted by OLIS rather than an outside consultant. OLIS plans to begin collecting data in December for the development of the Environmental Scan for the next Five Year LSTA Plan. Mr. Viall recommended that the Library Services Strategic Plan be removed from Unfinished Business until such time as more information is available to report.

B. AskRI Services

The Statewide Reference Resource Center (SRRC) contract was awarded to Providence Public Library (PPL). PPL will continue to provide AskRI services through 2018. Providence Community Library (PCL) was incorrectly identified as the recipient of the contract in the September LBRI meeting agenda posted to the RI Secretary of State's website.

**VIII. NEW BUSINESS**

A. No new business was brought before the board.

**IX. PUBLIC COMMENT**

Ms. DiMichele commented that she viewed the swearing-in ceremony for the new Librarian of Congress, Dr. Carla Hayden. She noted the strong support of libraries in comments by the Speaker of the House, Congressman Paul Ryan. The LBRI had issued a letter in support of Dr. Hayden's nomination for Librarian of Congress. Those who wish to view the ceremony can find it on YouTube.

Mr. Viall reported that he will be traveling on business and will not attend the October 17, 2016, LBRI meeting.

**X. FUTURE MEETINGS**

Mr. Viall reviewed the Proposed Library Board of Rhode Island Meeting Schedule for Legislative Session 2016-2017. The proposed meeting dates were approved with the exception of the April 2017 meeting which will be decided at a future meeting.

The next LBRI meeting is scheduled for October 17, 2016, from 4:15 – 5:45 p.m. at the Department of Administration, Conference Room C, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI, 02908.

**XI. ADJOURNMENT**

The meeting was adjourned at 5:23 p.m.

**Moved by:** Mr. Garcia

**Seconded by:** Dr. Hopper

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on

October 17, 2016

at the Department of Administration,

2<sup>nd</sup> Floor, Conference Room A,

One Capitol Hill, Providence, RI 02908

**Members Attending:** Melody Drnach, Kenneth Findlay, Louise Herrington-Bright, Rosita Hopper, Phyllis Humphrey, Monica Nazareth-Dzialo, Doug Norris, Rose Ellen Reynolds, Robert Sloan

**Members Absent:** Cristina Amedeo, John Bucci, Annette Feldman, Edward Garcia, Phyllis Lynch, Alison Davis-Maxell, Joan Ress Reeves, Thomas Viall

**Present from the Office of Library and Information Services (OLIS):** Karen Andrews, Donna DiMichele, Karen Mellor

**Guests:** Dr. Dzialo

**Materials Distributed:** None

### I. WELCOME

The Co-Chair called the meeting to order at 4:21 p.m.

### II. APPROVAL OF THE MINUTES from the September 19, 2016 meeting

**Moved by:** Dr. Hopper

**Seconded by:** Ms. Drnach

The meeting minutes were approved with no changes.

### III. REPORT OF THE CHAIR

The LBRI Co-Chair, Ms. Reynolds, presided over the meeting in Mr. Viall's absence.

#### A. Library Services and Technology Act (LSTA) Focus Group

A focus group composed of members of the LBRI was held at William Hall Library on September 29 for the LSTA evaluation. Ms. Reynolds reported that Mr. Viall extends his thanks to all the LBRI members who participated.

B. Ms. Reynolds recognized Ms. Humphrey for being named the East Greenwich District Teacher of the Year. An article about the honor bestowed upon Ms. Humphrey can be found online in the [East Greenwich Pendulum](#).

### IV. CHIEF OF LIBRARY SERVICES REPORT

#### A. Department of Administration (DOA) Initiatives

- i. Amendment to Administrative Procedures Act, Regulatory Filing

In Fiscal Year 2016, the RI General Assembly passed an amendment to the Administrative Procedures Act mandating the creation of an online, searchable database for state rules and regulations. All state rules and regulations must be refiled in a new format for inclusion in the online database. The deadline for agencies to complete this process is January 2019, though DOA is expecting all agencies to complete the review, revision, and filing of regulations by August 2018. The Office of Regulatory Reform will provide tools and a template for agency use.

As part of the process, the state has set a goal to reduce regulations by 10% through revision and adoption of the new format, which will streamline regulatory language and connect regulations and laws. The three regulations promulgated by the LBRI include Public Library Construction Reimbursement Regulations, Minimum Standards for RI Public Libraries, and Library of RI (LORI) Standards. OLIS completed a review and revision of the Public Library and LORI Standards within the last three years, reducing them substantially and using the new format, so they will not require much revision. The Construction Regulations are currently under revision. As part of the regulatory reform, any guidance documents are now required to be part of the regulation.

ii. Continuity of Business

To ensure that all RI state agencies remain operational in the case of an emergency, weather event or IT shutdown, each department has a Continuity of Business (COB) plan. The RI Emergency Management Agency (RIEMA) is deploying a new online tool to standardize the development of COB plans across state agencies. OLIS is included in the Dept. of Administration's plan, but must identify agency specific responsibilities for the DOA COB.

B. LSTA Evaluation

Ms. Mellor extended her gratitude to the LBRI members who made the LSTA focus group a success. The next step in the process will be the creation of a survey to collect information from RI libraries. The survey will be developed with the evaluation consultant, Quality Metrics, and distributed to all libraries in RI.

C. Open Textbook Initiative

Ms. Mellor attended the launch of the Open Textbook Initiative, a project of Governor Raimondo's Office of Innovation. The goal of the initiative is to provide savings for RI students through the adoption of free, online textbooks for college classes. Assistant Professor Dragan Gill, of Rhode Island College's Adams Library, is coordinating libraries across the state for participation in the initiative. Dr. Hopper reported that RI academic libraries are already partnering with faculty to encourage them to investigate open learning resources, or convert from high-cost textbooks to combined content from available subscriptions.

D. Council of State Libraries in the Northeast (COSLINE)

Ms. DiMichele gave an overview of the annual COSLINE library development meeting, hosted this year by the state of Delaware. Chaichin Chen, OLIS, also attended the meeting. Highlights from the meeting included speakers on collective impact through purposeful collaboration, social media communication strategies, library service modeling and assessment.

E. New England Library Association (NELA) Conference

Ms. Mellor attended the NELA Annual Conference, 'Imaging Tomorrow', on October 16, in Danvers, MA. Ms. Mellor was at the event to speak at the State of the States, a panel of chiefs of library agencies from the six New England states.

Issues highlighted by the panel were interlibrary loan, the high costs of delivery, statewide union catalogs, and eBooks. Massachusetts is conducting a study of public library facilities, including accessibility issues. Ms. Mellor recommended that RI conduct a similar survey of public libraries; the last such survey was conducted in the mid-1990's. The information gathered could help inform construction reimbursement regulations.

F. Resource Sharing Summit

A continuing education program titled *Envisioning the Future of Resource Sharing in Rhode Island: Aspiration Meets Practicality* was held on October 13 at the Bello Center at Bryant University. Mr. Marshall Breeding, founder and editor of *Library Technology Guides*, gave the keynote presentation that focused on resource management, library systems, and resource sharing.

G. Upcoming Events and New Projects

i. Diversity

Following up on her presentation at the September 15 Cornucopia meeting, Ms. Mellor will be convening a group to examine the topic of diversity, with the goal of expanding diversity and inclusion in the staffing of Rhode Island's libraries. The group will include representation from the RI Library Association, University of Rhode Island's Graduate School of Library and Information Studies, Cornucopia, Rhode Island libraries, and other interested individuals. The group will also look outside the profession for resources and direction. It was noted that the American Library Association has a strong initiative for diversity in libraries.

ii. Chief Officers of State Library Agencies (COSLA)

Ms. Mellor will attend the COSLA annual conference from October 24-26 in Minneapolis, and will report on the conference at the LBRI meeting in November.

H. Local Library Development Team

OLIS is working to revive its Local Library Development Team; the team was dissolved in 2008 because of staff constraints. Once re-implemented, all professional staff members will be engaged in one-on-one meetings with public library directors. The team's objective is to learn about current activities and the aspirations of local libraries, identify challenges and

barriers in delivering library services, and provide information about OLIS. The information gathered will be instrumental in helping OLIS develop its Strategic Plan and reconnect with public libraries. The program may be expanded to include academic libraries and school libraries.

## **V. COMMITTEE REPORTS**

### **A. Legislation**

#### **i. Department of Administration (DOA) Legislation Meeting**

Ms. Mellor met with DOA officials about the legislative initiatives that OLIS would like to see developed during the 2017 RI General Assembly Legislative Session. For the meeting, Ms. Mellor reviewed Title 29 of the General Laws, especially RIGL§29-6-9 - the Rhode Island library network, which includes some outdated concepts and language.

### **B. Policy Review Committee**

The Policy Review Committee did not meet.

### **C. Library Construction Regulations Review**

The Library Construction Regulations Review Committee did not meet.

### **D. State Aid Formula Review Committee**

The State Aid Formula Review Committee met on September 28 and will meet again on October 27. The goal of the committee is to have a report for the LBRI at the November LBRI meeting.

## **VI. BOARD MEMBER REPORTS**

### **A. Mr. Findlay**

Mr. Findlay attended a symposium on Friday, September 16, at Brown University, titled 'The Prison Education Movement: Does Brown Have a Role?' The event was sponsored in part by the John Nicholas Brown Center for Public Humanities and Cultural Heritage. Currently, incarcerated individuals can acquire an Associate Degree at the RI Adult Correctional Institution (ACI), through the Community College of RI. Brown University is also offering recorded courses to medium-security ACI inmates that will allow them to attain a Bachelor Degree.

The disparity encountered between research libraries and resources available to ACI students and Brown University students was a topic of discussion. ACI students are not afforded the same ability to conduct proper classwork research to participate in the classes. The research cannot be facilitated through the current ACI library due to security and internet usage issues. In 2010, the Department of Corrections (DOC) received a grant to install an intranet system at the ACI to facilitate online learning for the inmates, and the system is still in the process of being implemented.

Recently, the company Audible, a division of Amazon, contacted DOC officials to discuss a program for inmates. Inmates can purchase MP4 players from the prison commissary and

with them they could download recorded books. The option to provide internet access to download Audible materials to MP4 players will require investigation. Mr. Findlay recommended that the LBRI plan a visit to the ACI to view programming and library activities.

#### **VII. UNFINISHED BUSINESS**

No unfinished business was discussed by the board.

#### **VIII. NEW BUSINESS**

No new business was brought before the board.

#### **IX. PUBLIC COMMENT**

There was no public comment.

#### **X. FUTURE MEETINGS**

The next LBRI meeting is scheduled for November 21, 2016, from 4:15 – 5:45 p.m. at the Department of Administration, Conference Room B, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI, 02908.

#### **XI. ADJOURNMENT**

**Moved by:** Mr. Norris

**Seconded by:** Mr. Findlay

The meeting was adjourned at 5:26 p.m.



## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on

November 21, 2016

at the Department of Administration,

2<sup>nd</sup> Floor, Conference Room B,

One Capitol Hill, Providence, RI 02908

**Members Attending:** John Bucci, Melody Drnach, Annette Feldman, Monica Nazareth-Dzialo, Doug Norris, Joan Ress Reeves, Rose Ellen Reynolds, Thomas Viall

**Members Absent:** Cristina Amedeo, Alison Davis-Maxell, Kenneth Findlay, Edward Garcia, Louise Herrington-Bright, Rosita Hopper, Phyllis Humphrey, Phyllis Lynch, Robert Sloan

**Present from the Office of Library and Information Services (OLIS):** Karen Andrews, Donna DiMichele, Karen Mellor

**Guests:** Dr. Dzialo

**Materials Distributed:** None

### I. WELCOME

The Chair called the meeting to order at 4:15 p.m.

### II. APPROVAL OF THE MINUTES from the October 17, 2016 meeting

**Moved by:** Mr. Bucci

**Seconded by:** Ms. Reynolds

The meeting minutes were approved with no changes.

### III. REPORT OF THE CHAIR

Mr. Viall extended his thanks to Ms. Rose Ellen Reynolds, for chairing the October 17, 2016, LBRI meeting.

#### A. Every Student Succeeds Act (ESSA) Meetings, RI Department of Education (RIDE)

Mr. Viall reported that he was unable to attend an 'Every Student Succeeds Act' meeting hosted by RIDE. The objective for library community members attending meetings was to interject the importance of school libraries into the planning.

#### B. 2016 Presidential Election

Mr. Viall reported that in light of the recent election results, libraries will be more important than ever in the coming years, as will the work shared by the LBRI and the Office of Library and Information Services. Mr. Viall shared a quote by author Maya Angelou that underscores the importance of libraries as a great equalizer.

#### IV. CHIEF OF LIBRARY SERVICES REPORT

##### A. 2016 Presidential Election

Ms. Mellor reported that in response to the 2016 Presidential Election results, American Library Association (ALA) President Julie Todaro issued a statement about inclusion in libraries, and the important role in inspiring understanding and community healing. The ALA statement has been posted on Rhodarian on the OLIS website.

<http://rhodarian.lorinet.info/?p=2259>

##### B. Ongoing

###### i. OLIS Staffing

Ms. Ann Piascik, who most recently worked in the Talking Books Plus (TBP) library, retired effective November 1. Ms. Piascik was with OLIS for more than 30 years and Ms. Mellor extended her best wishes to Ms. Piascik in her retirement.

Ms. Mellor assigned Ms. Alicia Waters to work half-time in the TBP library. The vacant FTE will be reworked as a new position to include literacy and adult education as primary functions.

##### C. Upcoming

###### i. Strategic Planning

In preparation for the development of OLIS' Strategic Plan, Ms. Mellor and OLIS staff will review OLIS functions to evaluate how resources and staff are deployed to fulfill current and future objectives. Library Board members were invited to review the OLIS mission statement in preparation for discussion at the next meeting of the Board.

##### D. Library Services and Technology Act (LSTA) Evaluation (Ms. DiMichele)

The Evaluation of the Five-Year Plan is ongoing. Currently an online survey is open. Sent to library directors in all types of libraries, the survey includes questions about the Summer Reading Program, Talking Books Plus, and the National Library Service, AskRI, OLIS' continuing education programming, and resource sharing.

OLIS expects a draft report of the Evaluation from the consultants in February.

##### E. Diversity

On October 20, Ms. Mellor convened a group to discuss diversity in libraries. Attendees at the meeting included Dr. Valerie Karno, Director of the University of RI Graduate School of Library Studies (GSLIS); Dr. Melissa Villa-Nicholas, a new faculty member at GSLIS; Ida McGhee of Cornucopia of Rhode Island; and RI public library directors, Mr. Jack Martin of Providence Public Library and Mr. Ed Garcia of Cranston Public Library. The group discussed how to increase diversity in libraries, especially in the area of recruiting more diverse candidates to the profession and for paraprofessional jobs. A forum or series of forums is being considered to bring awareness to this issue.

#### F. Chief Officers of State Library Agencies (COSLA)

Ms. Mellor attended the COSLA annual meeting from October 24-26. Forty-four of fifty states were represented at the gathering.

##### i. Measures That Matter Grant

The Institute of Museum and Library Services (IMLS) awarded COSLA a grant for a project titled “Measures That Matter” that will study data collection in libraries, including the burden of data collection and the lack of consistency in data collected.

The project team will review problems associated with data quality and usefulness, with the objective of identifying data indicators that can better demonstrate the impact of libraries in communities. Ms. Mellor is participating on the project team.

##### ii. Community Catalyst Initiative

Dr. Kit Matthews, Director of the IMLS, spoke with COSLA members about the Community Catalyst Initiative. The focus of the initiative is to promote libraries as anchors in communities; as a place that people utilize to find opportunities to improve and learn skills. One focus for this initiative is to serve veterans, active and inactive, as they transition out of military service, or between deployment locations.

#### G. Reading Across Rhode Island 2017 Book Selection

The Center for the Book at the RI Council for the Humanities announced *Just Mercy: A Story of Justice and Redemption* by Bryan Stevenson as the 2017 selection for the Reading Across RI program. There will be a kick-off event on January 28 or 29, and the author will be the featured speaker at an April 8 program.

#### H. Every Student Succeeds Act (ESSA) Meeting

Ms. Mellor attended a meeting hosted by the Rhode Island Department of Education (RIDE) for implementation of ESSA. RIDE is conducting community meetings to develop, and receive feedback on, their strategic plan for implementing ESSA, which is the successor to the ‘No Child Left Behind’ act. More forums are planned as the RIDE strategic plan develops.

#### I. OLIS Mission Statement

Ms. Mellor will distribute the OLIS Mission Statement for review prior to the December meeting. OLIS seeks input from the LBRI about the Mission Statement as part of the strategic planning process.

### V. COMMITTEE REPORTS

#### A. Legislation

##### i. Library Services and Technology Act (LSTA)

LSTA is due for reauthorization during the current federal legislative session.

##### ii. 2016 RI State Election

Ms. Reynolds reported that the Town of Narragansett overwhelming voted to approve a bond to fund the construction of a new library.

**B. Policy Review Committee**

The Policy Review Committee had nothing to report at this time.

**C. Library Construction Regulations Review**

The Library Construction Regulations Review Committee had nothing to report at this time.

**D. State Aid Formula Review Committee**

The State Aid Formula Review Committee met, and is close to issuing a draft of the proposed revision to the state library grant-in-aid formula.

**VI. BOARD MEMBER REPORTS**

**A. Ms. Nazareth-Dzialo**

Ms. Dzialo submitted a letter to the chairman of the Governor's Workforce Board (GWB) about the inclusion of a librarian on the GWB; Ms. Dzialo is a member of the GWB. The public comment period for the GWB Biennial Plan is open on their website, <http://www.gwb.ri.gov/>, until December 2. LBRI members are encouraged to post comments about the effectiveness of libraries in assisting workforce development.

**VII. UNFINISHED BUSINESS**

No unfinished business was discussed by the board.

**VIII. NEW BUSINESS**

The OLIS Mission Statement will be added to the New Business section on the December 2016 LBRI Agenda.

**IX. PUBLIC COMMENT**

There was no public comment.

**X. FUTURE MEETINGS**

The next LBRI meeting is scheduled for December 19, 2016, from 4:15 – 5:45 p.m. at the Department of Administration, Conference Room B, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI, 02908.

**XI. ADJOURNMENT**

**Moved by:** Ms. Drnach

**Seconded by:** Ms. Feldman

The meeting was adjourned at 5:15 p.m.

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on  
December 19, 2016  
at the Department of Administration,  
2<sup>nd</sup> Floor, Conference Room B,  
One Capitol Hill, Providence, RI 02908

**Members Attending:** Cristina Amedeo, John Bucci, Melody Drnach, Annette Feldman, Kenneth Findlay, Edward Garcia, Louise Herrington-Bright, Rosita Hopper, Phyllis Humphrey, Doug Norris, Joan Ress Reeves, Rose Ellen Reynolds, Thomas Viall

**Members Absent:** Alison Davis-Maxell, Phyllis Lynch, Monica Nazareth-Dzialo, Robert Sloan

**Present from the Office of Library and Information Services (OLIS):** Karen Andrews, Donna DiMichele, Karen Mellor, Lauren Plews

**Guests:** Ms. Eileen Dyer, Co-chair, Rhode Island Library Association Legislative Action Committee; Mr. Jack Martin, Executive Director, Providence Public Library

### **Materials Distributed:**

- OLIS Mission Statement
- National Library Legislative Day (NLLD), Save the Date Notification
- A Report of Recommended Alterations to the State Grant-in-Aid Formula
- Cover Letter from Mr. Viall for Report of Recommended Alterations to the State Grant-in-Aid Formula
- LBRI Funding Formula Committee: Proposed Funding Model

### **I. WELCOME**

The Chair called the meeting to order at 4:18 p.m.

### **II. APPROVAL OF THE MINUTES from the November 21, 2016 meeting**

**Moved by:** Ms. Feldman

**Seconded by:** Dr. Hopper

The meeting minutes were approved with no changes.

### **III. REPORT OF THE CHAIR**

A. The RI Coalition of Library Advocates (COLA) Annual Meeting

The COLA Annual Meeting will be held on April 13, 2017.

B. National Library Legislative Day (NLLD)

Registration is now open for 2017 NLLD; <http://www.ala.org/advocacy/advleg/nlld>. Each year, advocates from RI library associations go to Washington D.C. to meet with RI legislators to speak about libraries, and bring awareness about issues important to libraries. LBRI members interested in attending the event are invited to contact Karen Andrews.

C. Rhode Island Library Association (RILA)

The 2017 RILA Annual Conference will be held at Bryant University in Smithfield, RI, on Wednesday, May 31 and Thursday, June 1, 2017. The theme for the event is “Building Connections, Growing Community.”

D. Governor Workforce Board (GWB)

The GWB recently issued its draft Biennial Plan, which did not include libraries or their contributions to workforce development. COLA and RILA have responded to a survey seeking input to the draft plan, and recommended that the GWB should include libraries in its plan for workforce development. COLA also sent a letter to the GWB about this omission.

E. LBRI Member Terms

Mr. Viall extended his gratitude to LBRI members for their contributions to the Library Board in 2016. Additionally, the Chair commended members with expired terms, who have continued their participation on, and service to, the LBRI.

#### **IV. CHIEF OF LIBRARY SERVICES REPORT**

A. Ongoing

i. OLIS Staffing

The vacant Library Program Specialist position has been posted. The position will serve as the Adult Services Coordinator with additional responsibility for library development. The position is anticipated to be filled by late January 2017.

ii. Library Services and Technology Act (LSTA) State Program Report

Ms. Mellor and Ms. DiMichele continue their work to complete the annual state program report due to the Institute of Museum and Library Services (IMLS) on December 30, 2016.

iii. Interlibrary Delivery

1. School Delivery Hubs

Beginning in January, OLIS will pilot a program to deliver to school hubs, rather than to individual schools, in three school districts, which will increase the number of days that schools in that district receive delivery. East Greenwich, Barrington, and South Kingstown are participating in the pilot, and have each

designated one school to receive deliveries for a group of schools. The district will be responsible for transporting materials to individual schools.

As a result of the reduced number of school stops, five public libraries will receive an additional stop in their weekly ILL delivery schedule.

2. Interstate Delivery

OLIS is working with the Massachusetts Library System and the delivery vendor to continue the pilot delivery project between Rhode Island and Massachusetts libraries. The pilot project is currently scheduled to end on December 30.

3. Academic Inter-Session Delivery

During the academic semester break, academic libraries will have an abbreviated schedule of two stops per week; the dates for the revised schedule are December 26, 2016 – January 20, 2017.

B. Continuing Education (CE), Media Smart Libraries

OLIS and the University of Rhode Island Graduate School of Library Information Studies (GSLIS) are discussing the continuation of programming initiated through GSLIS' "Media Smart Libraries" project, which was funded through an IMLS grant. The project implemented training in media literacy skills, and has been very successful in engaging both school and youth services librarians. OLIS has partnered with GSLIS on associated programming for the project, and will continue the partnership after the grant concludes. OLIS and GSLIS are also exploring the creation of a statewide continuing education advisory council to facilitate a systematic, statewide approach to professional development for librarians.

C. Massachusetts Library System (MLS) Strategic Plan

Ms. Mellor was invited by MLS to attend their November annual meeting and kick-off for its new strategic plan. The three main goals of the MSL strategic plan include member support services and future readiness, marketing and communications, and developing a co-creator culture. These goal include new strategies for public libraries to build interactive community relations.

**V. COMMITTEE REPORTS**

A. Legislation

i. Federal & State Legislative Updates

Ms. Reynolds stated there are no legislative updates to report. Mr. Viall will attend a meeting on December 19 on the legislative outlook, and anticipates receiving an overview of legislative priorities.

B. Policy Review Committee

The Policy Review Committee had no report.

C. Library Construction Regulations Review

The Library Construction Regulations Review Committee had no report.

D. State Aid Formula Review Committee

Proposed recommendations from the State Aid Formula Review Committee were presented to the LBRI by Mr. Viall and Ms. Mellor as New Business.

**VI. BOARD MEMBER REPORTS**

There were no board member reports.

**VII. UNFINISHED BUSINESS**

No unfinished business was discussed by the board.

**VIII. NEW BUSINESS**

A. State Aid Review Committee: Presentation of Recommendations

Mr. Viall and Ms. Mellor presented the State Aid Formula Review Committee's report and recommendations, and extended their thanks to LBRI members and library community members for their service to the Committee. Committee members were Ms. Feldman, Mr. Bucci, and Mr. Garcia of the LBRI, as well as Providence Public Library Director, Mr. Jack Martin, and Mr. Wilder Arboleda, Community Development Manager of Central Falls. OLIS State Data Coordinator, Ms. Lauren Plews, was extended special thanks for the extensive library and municipal statistical data that she gathered and presented to the committee.

The State Aid Review Committee was charged with determining if the state aid formula warranted changes, and if so, what changes should be implemented.

Key points of the presentation were that Grant-in-Aid (GIA) funding for libraries is currently lower than the legislatively-mandated 25%, and that based on the current formula, affluent RI towns/cities receive more GIA funding than their poorer counterparts. Additionally, the report noted that state funding should benefit libraries that are not well funded by their municipalities, distressed communities already receive additional state funding due to their status, and that data reported by libraries is not consistent.

Ms. Drnach inquired about the procedure that should be followed by LBRI members now that the recommendations have been proposed for approval. Mr. Viall said that the proposed items would not require approval today, but that LBRI members should review the report prior to the January 2017 LBRI meeting. Motions may be made at the January meeting to adopt the report.

B. OLIS Mission Statement

The discussion of the OLIS Mission Statement was tabled because of time constraints, and will be added to the January 2017 LBRI meeting agenda.

**IX. PUBLIC COMMENT**

There was no public comment.



## **X. FUTURE MEETINGS**

The next LBRI meeting is scheduled for January 9, 2017, from 4:15 – 5:45 p.m. at the Department of Administration, Conference Room B, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI, 02908.

## **XI. ADJOURNMENT**

**Moved by:** Mr. Garcia

**Seconded by:** Ms. Drnach

The meeting was adjourned at 5:43 p.m.

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on

January 09, 2017

at the Department of Administration,

2<sup>nd</sup> Floor, Conference Room B,

One Capitol Hill, Providence, RI 02908

**Members Attending:** Cristina Amedeo, John Bucci, Melody Drnach, Annette Feldman, Kenneth Findlay, Edward Garcia, Louise Herrington-Bright, Monica Nazareth-Dzialo, Doug Norris, Joan Ress Reeves, Robert Sloan, Thomas Viall

**Members Absent:** Alison Davis-Maxell, Rosita Hopper, Phyllis Humphrey, Phyllis Lynch, Rose Ellen Reynolds

**Present from the Office of Library and Information Services (OLIS):** Karen Andrews, Donna DiMichele, Karen Mellor

**Guests:** Dr. Dzialo

**Materials Distributed:**

- A Report of Recommended Alterations to the State Grant-in-Aid Formula
- Annual State Program Report 2016: Summary Overview
- OLIS Mission Statement

### I. WELCOME

The Chair called the meeting to order at 4:15 p.m.

### II. APPROVAL OF THE MINUTES from the December 19, 2016 meeting

**Moved by:** Mr. Norris

**Seconded by:** Mr. Garcia

The meeting minutes were approved with no changes.

### III. REPORT OF THE CHAIR

#### A. Ocean State Innovate Initiative

Mr. Viall reported on the collaboration between Brown University and the Rhode Island School of Design for the 'Ocean State Innovate' event. The initiative seeks to engage Rhode Islanders from all backgrounds to explore ways to improve quality of life through smart government, affordable housing, and public transportation. A one-and-a half day event will be held on March 11-12, at Brown University, and will be facilitated by the Medici Group.

Event registration is open until January 31.

Mr. Viall recommended that library advocates make an effort to join this important statewide initiative, and give libraries a seat at the collective table.

#### **IV. CHIEF OF LIBRARY SERVICES REPORT**

##### **A. Ongoing: OLIS Staffing**

The vacant Library Program Specialist position was re-posted by the RI Department of Human Resources to include the position's union affiliation. The successful search returned 45 applicants, and the position will be filled as soon as possible.

##### **B. Continuing Education (CE)**

OLIS will partner with the Coalition of Library Advocates (COLA) and Rhode Island Library Association (RILA) on a CE program specifically designed for library trustees and friends groups. The program will focus on community building and engagement, and the primary speaker will be Deb Hoadley of Hoadley Consulting. Ms. Hoadley is the past president of New England Library Association, and previously worked in the Massachusetts Library System. The program is scheduled for April 4 from 6-8 pm at North Kingstown Public Library. All LBRI members are welcome to attend and participate in the event.

The OLIS Continuing Education schedule for the upcoming season will be posted by January 23 on the OLIS website.

##### **C. Legislation**

The new session of the RI General Assembly began on January 3, 2017. OLIS has submitted recommendations to the RI Department of Administration for changes to Title 29 of the RI General Laws; recommendations include removing outdated language and policies, and inserting language to better reflect current library practice.

##### **D. OLIS Evaluation and Strategic Plan**

The evaluation report on the current OLIS Five-Year LSTA Plan is due to the Institute of Museum and Library Services (IMLS) on March 31, and a new plan is due on June 30. OLIS is investigating hiring an external consultant to help craft a statewide environmental scan to address the entirety of OLIS' work, and excerpt from that a plan that aligns with the format established by IMLS.

##### **E. Library Services and Technology Act (LSTA) State Program Report**

Ms. Mellor and Ms. DiMichele completed the annual State Program Report and submitted it on December 30, 2016, to the Institute of Museum and Library Services. The report is filed annually and provides an accounting of the expenditure of federal funds in federal fiscal year 2016 on specific OLIS programs. Ms. Mellor presented a summary of the report to the LBRI.

#### **V. COMMITTEE REPORTS**

##### **A. Legislation**

###### **i. Federal & State Legislative Updates**

No legislative updates were reported.

B. Policy Review Committee

The Policy Review Committee had no report.

C. Library Construction Regulations Review

The Library Construction Regulations Review Committee had no report.

## VI. BOARD MEMBER REPORTS

A. Ms. Humphrey

Ms. Humphrey submitted a report via email for presentation in the January 09, 2017, LBRI meeting. Ms. Humphrey hosts the East Greenwich (EG) Interlibrary Loan (ILL) School Delivery Hub at Archie R. Cole Middle School Library and reported that the pilot project is proceeding very well. OLIS' ILL delivery vendor, Optima Shipping, delivers books for five EG school libraries to the EG school delivery hub.

The workload is minimal for Ms. Humphrey because Optima sorts books for the schools in the hub. Credit was given to Chaichin Chen, OLIS Network Services Coordinator, and Zach Berger, Member Services Librarian at Rhode Island Library Information Network for Kids (RILINK), for the thoroughness of their project planning on the school hub delivery project. Ms. Humphrey does not anticipate any unresolved issues after she meets with the EG school superintendent today.

## VII. UNFINISHED BUSINESS

A. State Aid Formula Review Committee: Adoption of Report

The LBRI convened a committee to review the RI grant-in-aid (GIA) funding formula for public libraries; the committee issued a draft report of their findings to the LBRI. Ms. Mellor reported that the goal of the committee was to review the current funding formula, and, if necessary, make recommendations for revision to the formula.

Mr. Viall requested a motion to adopt the report of the State Aid-Formula Review Committee.

**Moved by:** Mr. Norris

**Seconded by:** Mr. Garcia

The report was approved for adoption.

B. State Aid Formula Review Committee: Dissemination of Findings

Mr. Viall reported that the data collected by the State Aid Formula Review Committee was intended to be shared with the library community, and requested suggestions on how the information should be disseminated. Clarification was requested on how the library will affect libraries and the timeline for any changes. Mr. Viall reiterated that the LBRI does not have the authority to make recommended changes to GIA funding, but that the RI General Assembly may enact changes to the current funding formula. He stated that the intent of

the report as a study of the library funding formula should be communicated with its dissemination.

Recommendations were made on the dissemination of the report and possible actions. It was recommended that the report be posted on the OLIS website and that a two-page summary be created by the committee for those who may not have time to read the full report. It was also recommended that the report be distributed to the library community and other interested organizations. Mr. Garcia reported that RILA would likely seek legislation to adopt the report recommendations for the 2018 RI State Budget.

Mr. Viall requested a motion to post the report of the State Aid-Formula Review Committee on the OLIS Website.

**Moved by:** Ms. Drnach

**Seconded by:** Mr. Garcia

The report was approved to be posted on the OLIS Website within a week.

Ms. Mellor stated that OLIS staff will post the LBRI State Aid Formula report and supporting data on the OLIS website, and embed associated charts into the report.

## **VIII. NEW BUSINESS**

### **A. OLIS Mission Statement: Discussion**

Ms. Mellor reviewed the OLIS Mission Statement and requested input from the board to help develop a new statement. OLIS staff reviewed the current mission statement at a recent staff meeting, and offered some suggestions for improvement. Ms. Mellor explained that because OLIS will be creating a new strategic plan for submission to IMLS for 2017, this is an excellent time to review the mission statement to determine if it aligns with OLIS practices, policies and goals.

LBRI members suggested a variety of language changes and recommended that simplicity and brevity be considerations in the creation of a new statement.

## **IX. PUBLIC COMMENT**

There was no public comment.

## **X. FUTURE MEETINGS**

The next LBRI meeting is scheduled for February 13, 2017, from 4:15 – 5:45 p.m. at the Department of Administration, Conference Room B, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI, 02908.

## **XI. ADJOURNMENT**

**Moved by:** Mr. Garcia

**Seconded by:** Mr. Findlay

The meeting was adjourned at 5:40 p.m.

**LIBRARY BOARD OF RHODE ISLAND**

**The regular meeting of the Library Board of Rhode Island to be held on  
February 13, 2017  
at the Cranston Public Library,  
140 Sockanosett Cross Road, Cranston, RI 02920**

**Advisement:**

**This meeting was canceled due to inclement weather.**

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on

March 20, 2017

at the Department of Administration,

2<sup>nd</sup> Floor, Conference Room B,

One Capitol Hill, Providence, RI 02908

**Members Attending:** Cristina Amedeo, Annette Feldman, Edward Garcia, Louise Herrington-Bright, Rosita Hopper, Phyllis Humphrey, Monica Nazareth-Dzialo, Doug Norris, Joan Ress Reeves, Robert Sloan, Thomas Viall

**Members Absent:** John Bucci, Alison Davis-Maxell, Melody Drnach, Kenneth Findlay, Phyllis Lynch, Rose Ellen Reynolds

**Present from the Office of Library and Information Services (OLIS):** Karen Andrews, Donna DiMichele, Karen Mellor

**Guests:** Ms. Eileen Dyer, Co-chair, Rhode Island Library Association Legislative Action Committee; Dr. Dzialo

**Materials Distributed:**

- OLIS Framework for 2018-2022 Comprehensive Strategic Plan (Draft)
- OLIS 2016 Annual Report
- *Libraries Hold Their Value*, Cranston Herald Editorial; February 8, 2017;  
<http://cranstononline.com/stories/libraries-hold-their-value,121806>

### I. WELCOME

The Chair called the meeting to order at 4:19 p.m.

### II. APPROVAL OF THE MINUTES from the January 09, 2017 meeting

**Moved by:** Dr. Hopper

**Seconded by:** Mr. Garcia

The meeting minutes were approved with non-substantive changes.

### III. REPORT OF THE CHAIR

#### A. Strategic Plan Focus Groups

Mr. Viall and Ms. Feldman attended a focus group for LBRI members and school librarians on March 13 at the Department of Administration. Ms. DiMichele has been organizing focus groups of librarians and library stakeholders for external consultants to gather information for the OLIS Strategic Plan. An online survey was also available to the library

community to provide feedback for the strategic plan, and Mr. Viall thanked LBRI members who completed the online survey.

B. RI United Way 2-1-1 Celebration

Mr. Viall attended the ten-year anniversary celebration of RI United Way 2-1-1 on March 2 at the RI State House. 2-1-1 has partnered with OLIS since 1999, and Mr. Viall thanked Ms. Mellor for the work that OLIS has done in support of 2-1-1.

C. 'Libraries Hold Their Value' Editorial

Mr. Viall recognized Mr. Garcia for his submission of an editorial, *Libraries Hold Their Value*, printed in the Cranston Herald, Warwick Beacon, and Johnston Sunrise on February 8. The editorial discussed the work performed in libraries in the towns of Cranston, Warwick, and Johnston, and the value of libraries to the community.

D. Ocean State Innovate Initiative

Mr. Viall, Mr. Garcia, and Nicole Dyszlewski, Research/Access Services Librarian at Roger Williams University of Law, were chosen to represent libraries at the 'Ocean State Innovates' initiative the weekend of March 11-12. The initiative is a collaboration between Brown University and the Rhode Island School of Design that seeks to engage Rhode Islanders from all backgrounds to explore ways to improve quality of life through smart government, affordable housing, and public transportation.

E. Community Building & Engagement: Partnerships at Work, Continuing Education Program

On April 4, from 6-8 pm, OLIS will partner with the Coalition of Library Advocates, and Rhode Island Library Association, on a continuing education program about community building and engagement. The primary speaker will be Deb Hoadley, Hoadley Consulting, and the program will be held North Kingstown Free Library. All LBRI members are welcome to attend and participate in the event. Registration for the event is available on the OLIS website.

F. RI Coalition of Library Advocates (COLA) Annual Meeting

The COLA Annual Meeting will be held on April 13, from 5-7 pm, at the RI State House. The keynote speaker for the event is Emily Sheketoff, Executive Director of the American Library Association Washington Office, and her keynote speech is titled "Advocacy is More Important Than Ever."

G. National Library Legislative Day (NLLD)

National Library Legislative Day is May 1-2 in Washington D.C. LBRI members who would like to attend are requested to contact Karen Andrews. Library supporters may register for Virtual Library Legislative Day activities on the NLLD webpage, <http://www.ala.org/advocacy/advleg/nlld>.



#### H. Rhode Island Library Association (RILA) Annual Conference

The RILA annual conference will be held at Bryant University in Smithfield from May 31 to June 1. The theme of this year's conference is 'Building Connections, Growing Community.'

#### I. Proposed FY18 Federal Budget

The proposed FY18 Federal Budget recommends the elimination of funding for the Institute of Museum and Library Services (IMLS), the National Endowment for the Arts (NEA), and the National Endowment for the Humanities (NEH). RILA and COLA are engaged in reaching out to art organizations to unify support to keep funding for these organizations in the federal budget. Ms. Mellor posted a statement on the OLIS website about the potential impact that the proposed cuts would have on OLIS and libraries.

#### J. Joan Ressa Reeves Correspondence: LBRI Grant-in-Aid Funding Formula Committee

Ms. Reeves sent a letter to Mr. Viall expressing her congratulations to the LBRI Grant-in-Aid Funding Formula Review Committee for their work on the review of the current funding formula, and their recommendations for improvement.

### **IV. CHIEF OF LIBRARY SERVICES REPORT**

#### A. Governor Raimondo's FY18 Proposed Budget

OLIS has received a slight increase in the proposed RI FY18 Budget to cover contractual salary increases. The budget includes funding for 13 full-time employees.

#### B. Ongoing

##### i. OLIS Staffing

##### a. Adult Services Coordinator

OLIS conducted interviews February 1-3 for the vacant position of Adult Services Coordinator. The selection process is anticipated to be completed on May 1.

##### b. Library Program Manager

The position of Library Program Manager was posted on March 4, and is extended until March 27 to allow for a diverse pool of candidates. The goal is to interview for the position and have it filled by the beginning of June.

#### C. OLIS Five-Year Plan Evaluation and New Strategic Plan (Ms. DiMichele)

OLIS received a draft report of the evaluation of the Five-Year State (LSTA) Plan from the consultants. The draft was reviewed and returned to the consultants with corrections and recommendations for changes. The evaluation report for the current OLIS Five-Year LSTA Plan is due to the Institute of Museum and Library Services on March 31, and a new plan is due on June 30. OLIS has also begun work on its new Comprehensive Strategic Plan by launching a survey, and convening focus groups.

#### D. Annual Reports

##### i. Office of Digital Excellence (ODE)

In January, the Office of Digital Excellence submitted its department report to the Governor's office. OLIS' priorities were discussed in a one-page entry in the report that included the Summer Reading Program, Interlibrary Loan Delivery, and Continuing Education programming offered to libraries.

##### ii. OLIS Annual Report

OLIS completed work on a 2016 Annual Report that was compiled by the State Data Coordinator, Lauren Plews. This is a new initiative for OLIS and provides a calendar year overview of OLIS activities that include library data and statistics and funding information. The LBRI is invited to submit any recommendations or questions about the report to Ms. Mellor.

#### E. Studio Rhode Project

OLIS has partnered with the RI Office of Innovation and Apple Corporation to launch a Next Generation Library challenge titled 'Studio Rhode Project.' The challenge gives libraries the opportunity to learn how to use 21<sup>st</sup> century technology to solve community problems. Apple Corporation is donating \$50,000 of equipment to the library that wins the challenge, established by guidelines from the project partners. Many excellent projects were submitted, and the winning library will be announced later this week.

### V. COMMITTEE REPORTS

#### A. Federal & State Legislative Updates

##### i. Senate Bill 0035: Legislation to Support Distressed Communities

Mr. Garcia reported that Senate Bill 0035 not been scheduled for a hearing. This bill would increase the state's share to support local public library services in distressed communities by an amount equal to the amount paid by the distressed city or town for Ocean State Libraries (OSL) annual assessment charges.

##### ii. Senate Bill 106: Media Literacy Education

Senate Bill 106 would require the RI Department of Education (RIDE) to consider incorporating media literacy education into the basic education program. A hearing for this bill is not scheduled.

##### iii. House Bill 5093: Public Safety and Protection Act

House Bill Act would promote cooperation and assistance in the enforcement of immigration laws, and establish penalties for failure to further the active enforcement of immigration laws. A hearing on this bill is scheduled for March 22.

## B. Library Construction Regulations Review

Ms. Mellor and Ms. DiMichele met with the Office of Regulatory Reform to discuss the new state process for posting regulations. When originally convened, the Library Construction Regulations Review Committee intended to include the maximum eligible reimbursement - per-square foot as an appendix to the regulations. In the meeting with the Office of Regulatory Reform, it was determined that the maximum amounts must be included within the regulations. The committee will be reconvened to discuss this development after the OLIS strategic plan is completed.

## VI. BOARD MEMBER REPORTS

### A. Ms. Amedeo

As a result of the recent release of the proposed federal FY18 Federal Budget that includes the elimination of IMLS, Ms. Amedeo recommended that the LBRI issue a statement to reiterate their support of libraries. Persons who rely on libraries have called 2-1-1 with concerns that their library will close. Ms. Amedeo expressed her gratitude to Mr. Viall and Ms. Mellor for attending the United Way 2-1-1 ten-year anniversary celebration.

### B. Ms. Nazareth-Dzialo

Ms. Nazareth-Dzialo has noted that she does not find enough audiobooks available in the RI public library catalog, and inquired if there is a fee for libraries to purchase audiobooks as opposed to purchasing print books. Ms. Mellor reported that media purchases are made by individual libraries, and that the audio materials available for Talking Books Plus patrons are in a different format than the statewide catalog audiobooks. Mr. Garcia stated that audiobooks are more expensive than print materials, and their high cost impacts their purchase by public libraries. Ms. Eileen Dyer added that many books are not available in an audiobook format.

## VII. UNFINISHED BUSINESS

### A. Strategic Plan Update

Ms. Mellor presented an update on the environmental scan for the strategic plan. OLIS has hired consultants to gather data through focus groups, and has also released a survey to collect information from the library community. Additionally, OLIS professional staff are visiting public libraries to collect feedback from library directors about how OLIS can better support libraries, and learn more about the challenges facing libraries.

Ms. Mellor reviewed the framework for OLIS' Comprehensive Strategic Plan including the proposed Mission and Vision Statements, the guiding principles, and goals of the plan. Input about all aspects of the plan and language for the statements was requested from LBRI members.

## VIII. NEW BUSINESS

### A. Proposed FY18 Federal Budget Funding Impact

Mr. Viall discussed the proposed FY18 Federal Budget and its potential impact on libraries. Ms. Mellor reviewed in detail the disbursement of all OLIS' federal and state funding. The directors of the IMLS and the American Library Association (ALA) have released statements about the proposed budget's potential impact to libraries.

The RI Congressional Delegation has expressed their opposition to the proposed budget, and on March 17, Senator Reed spoke at a forum held at the RI School of Design about the proposed elimination of funding to the NEA, NEH and IMLS. Ms. Reeves and Mr. Garcia recommended that the LBRI issue a press release opposing the proposed budget.

Mr. Viall requested a motion for the LBRI to send a letter opposing the cuts to the RI Congressional Delegation, and to include statistical information about the direct impact the funding cuts would have on OLIS.

**Moved by:** Mr. Garcia

**Seconded by:** Dr. Hopper

The motion was approved.

Mr. Viall requested volunteers to review the proposed correspondence, and Ms. Reeves, Ms. Amedeo, and Mr. Norris offered to review the draft document.

### B. RI Library Day/National Library Day

Rhode Island National Library Day is April 8, and National Library Week is April 9-15.

## IX. PUBLIC COMMENT

There was no public comment.

## X. FUTURE MEETINGS

The next LBRI meeting is scheduled for April 17, 2017, from 4:15 – 5:45 p.m. at the Department of Administration, Conference Room B, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI, 02908.

## XI. ADJOURNMENT

**Moved by:** Dr. Hopper

**Seconded by:** Mr. Garcia

The meeting was adjourned at 5:47 p.m.

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on

April 17, 2017

at the Department of Administration,

2<sup>nd</sup> Floor, Conference Room B,

One Capitol Hill, Providence, RI 02908

**Members Attending:** John Bucci, Melody Drnach, Annette Feldman, Rosita Hopper, Monica Nazareth-Dzialo, Doug Norris, Joan Ress Reeves, Rose Ellen Reynolds, Robert Sloan, Thomas Viall

**Members Absent:** Cristina Amedeo, Kenneth Findlay, Edward Garcia, Louise Herrington-Bright, Phyllis Humphrey, Alison Davis-Maxell, Phyllis Lynch

**Present from the Office of Library and Information Services (OLIS):** Karen Andrews, Karen Mellor

**Guests:** Dr. Dzialo

**Materials Distributed:**

- OLIS Framework for 2018-2022 Comprehensive Strategic Plan (Draft)
- OLIS Environmental Scan by ESC New England

### I. WELCOME

The Chair called the meeting to order at 4:18 p.m.

### II. APPROVAL OF THE MINUTES from the March 20, 2017 meeting

**Moved by:** Ms. Feldman

**Seconded by:** Ms. Reynolds

The meeting minutes were approved with non-substantial changes.

### III. REPORT OF THE CHAIR

#### A. RI Coalition of Library Advocates (COLA) Annual Meeting

Mr. Viall attended the COLA Annual Meeting on April 13, from 5-7 pm, at the RI State House, where he was honored as COLA's 'Sweetheart of the Year.' The keynote speaker for the event was Emily Sheketoff, Executive Director of the American Library Association (ALA) Washington Office.

#### B. National Library Legislative Day (NLLD) 2017

Eight RI librarians and library advocates will attend NLLD on May 1-2 in Washington D.C. The group will meet with RI's Congressional delegation to discuss issues of importance to

libraries and library users. Library supporters may register for Virtual Library Legislative Day activities on the NLLD webpage, [NLLD 2017 Virtual Activities](#).

C. Rhode Island Library Association (RILA) Annual Conference

RILA's annual conference will be held at Bryant University in Smithfield from May 31-June 1. The theme of this year's conference is 'Building Connections, Growing Community.' Early Bird registration closes on May 12, [Annual RILA Conference Registration](#).

D. RI Ethics Commission, Annual Financial Disclosure Statement

Mr. Viall reminded LBRI members that 2016 Yearly Financial Disclosure Statements are due to the RI Ethics Commission by April 28, 2017.

E. Money Smart Week

The Rhode Island Library Association's (RILA) Money Smart Week is April 22-29. RILA has participated in Chicago Federal Reserve's Money Smart Week since 2011, which is supported by ALA and the Federal Reserve. In 2014, OLIS expanded the initiative in RI when it partnered with the Consumer Finance Protection Bureau (CFPB).

During Money Smart Week, RI libraries will offer programming to assist the public with learning about money management and finances. Links to information and programs for Money Smart Week is located on the RILA website, [Money Smart Week](#).

#### IV. CHIEF OF LIBRARY SERVICES REPORT

A. Staff changes in RI public libraries

Elodie Blackmore, Director of East Smithfield Public Library for sixty-three years, retired from library service in March, and passed away in April. Frank Floor is serving as the Acting Director. OLIS recognized Ms. Blackmore's long standing service to East Smithfield.

Anne Shepherd, Director of Newport Public Library, will be leaving Newport for a position in Florida. The library is conducting a search for a new director.

B. OLIS Staffing

i. Adult Services Coordinator

The new Adult Services Coordinator will start work at OLIS on May 15. This is a new position.

ii. Library Program Manager

The job posting for Library Program Manager closed on March 27, and interviews for the vacancy will begin in a few weeks.

C. OLIS Annual Report

The OLIS Annual Report, distributed and discussed at the March 2017 LBRI Meeting, is posted on the OLIS website.

#### D. Proposed Federal Budget FY18

Information about the potential elimination of the Institute of Museum and Library Services (IMLS), as proposed in the FY18 Federal Budget, has been posted on the OLIS website. Information was posted in response to questions received from the LBRI during the March meeting, and questions received from the library community about the proposed cuts. The information includes a Frequently Asked Questions (FAQ) section, which may be helpful for library trustees and library advocates.

Ms. Mellor met last month with a contingent of leaders of RI cultural institutions to discuss actions in response to the proposed elimination of the National Endowment for the Humanities (NEA), and the National Endowment for the Arts (NEA).

#### E. Community Building & Engagement: Partnerships at Work, Continuing Education Program

A continuing education program for community building and engagement was held on April 4, from 6-8 pm, at North Kingstown Public Library. The event, a partnership between the Coalition of Library Advocates, RILA, and OLIS, was designed for trustees. The primary speaker was Deb Hoadley of Hoadley Consulting of Massachusetts, and the program was well-attended by trustees and library friends' groups.

#### F. OLIS LSTA Plan Evaluation

The evaluation report for the current OLIS Five-Year LSTA Plan was submitted to the IMLS, and will be posted on the OLIS website once it is approved by IMLS. A new five-year LSTA plan is due to the IMLS on June 30.

#### G. Public Library Visits

OLIS Professional staff has been visiting RI public libraries to learn more about what is happening at local libraries, and how OLIS can support their work. Approximately 80% of libraries have been visited, and library directors have responded positively to these visits. This activity helps to inform the upcoming strategic plan, and is helping OLIS to better connect with libraries.

#### H. Studio Rhode Project

OLIS partnered with the RI Office of Innovation for the Next Generation Library challenge titled 'Studio Rhode.' The goal of the challenge was to place a multi-generational digital learning space in a RI library. Many excellent projects were submitted for the challenge. Woonsocket Harris Public Library was awarded Studio Rhode, which includes equipment, services and support from Apple Computer. The project, 'My Woonsocket Life', is being developed in partnership with the City of Woonsocket and will capture the spirit of city and forge a renewed identity for the community of Woonsocket.

### V. COMMITTEE REPORTS

#### A. Federal & State Legislative Updates

- i. Senate Bill 0035: Legislation to Support Distressed Communities

There is no update on Senate Bill 0035.

ii. Senate Bill 106: Media Literacy Education

There is no update on Senate Bill 106.

iii. House Bill 5093: Public Safety and Protection Act

A hearing for House Bill 5093 was held, and the bill is being held for further study.

## **VI. BOARD MEMBER REPORTS**

No board member reports were heard.

## **VII. UNFINISHED BUSINESS**

### **A. RI Congressional Delegation Letter about proposed FY18 Federal Budget**

Mr. Viall drafted a letter to the members of the Rhode Island Congressional Delegation about the elimination of the Institute of Museum and Library Services (IMLS) in the proposed FY18 Federal Budget. The letter was submitted to the LBRI prior to the meeting for review, and no changes to the document were recommended.

Mr. Viall requested approval for the letter to be mailed to Senator Reed, Senator Whitehouse, Representative Langevin, and Representative Cicilline. The LBRI approved the Chair's request to mail the letter to the RI Congressional Delegation.

### **B. OLIS Strategic Plan Update**

Ms. Mellor reviewed the updated OLIS Framework for the 2018-2022 Comprehensive Strategic Plan draft document discussed at the last LBRI meeting, and thanked the board for their recommendations. Along with updates to the Vision and Mission Statements, some of the goals were modified.

Based on the findings from the LSTA evaluation, the Learning Goal was tweaked to be sure that digital information and media literacies were addressed, and that library leadership, management, marketing, and public relations were a part of the goal. The Engagement Goal inclusion activity was updated, and now includes English language speakers and diversity as part of the efforts for inclusion.

A primary goal for the plan is to keep it as streamlined and flexible as possible to be prepared for changes in funding or needs.

Ms. Mellor reviewed the results of the OLIS Environmental Scan by ESC New England, and reported on the findings and observations. Overall, OLIS is performing well, and has received good reports from the library community. Focus groups were held by ESC New England with a variety of RI library groups to discuss the strengths and weaknesses of OLIS, the impact of its services, and opportunities for OLIS to lead and strengthen library services in the state.

## **VIII. NEW BUSINESS**

There was no new business discussed.



## **IX. PUBLIC COMMENT**

There was no public comment.

## **X. FUTURE MEETINGS**

The next LBRI meeting is scheduled for May 15, 2017, from 4:15 – 5:45 p.m. at the Department of Administration, Conference Room B, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI, 02908.

## **XI. ADJOURNMENT**

**Moved by:** Dr. Hopper

**Seconded by:** Mr. Norris

The meeting was adjourned at 5:25 p.m.

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on

May 15, 2017

at the Department of Administration,

2<sup>nd</sup> Floor, Conference Room B,

One Capitol Hill, Providence, RI 02908

**Members Attending:** Cristina Amedeo, John Bucci, Melody Drnach, Annette Feldman, Kenneth Findlay, Phyllis Humphrey, Monica Nazareth-Dzialo, Doug Norris, Joan Ress Reeves, Rose Ellen Reynolds, Robert Sloan, Thomas Viall

**Members Absent:** Edward Garcia, Louise Herrington-Bright, Rosita Hopper, Alison Davis-Maxell, Phyllis Lynch

**Present from the Office of Library and Information Services (OLIS):** Karen Andrews, Donna DiMichele, Karen Mellor

**Guests:** Ms. Eileen Dyer, Providence Community Library, Co-chair, Rhode Island Library Association Legislative Action Committee; Dr. Dzialo; Ms. Wendy Keenly and Mr. David Je of ESC New England

### **Materials Distributed:**

- OLIS Five-Year State Plan for Library Services and Technology (LSTA) Funding 2018-2022, Draft
- OLIS Five-Year State Plan for LSTA Funding - Summary
- Environmental Scan by ESC New England: Summary of Findings

### **I. WELCOME**

The Chair called the meeting to order at 4:15 p.m.

### **II. APPROVAL OF THE MINUTES from the April 17, 2017 meeting**

**Moved by:** Ms. Reynolds

**Seconded by:** Ms. Feldman

The meeting minutes were approved with no changes.

### **III. REPORT OF THE CHAIR**

#### **A. National Library Legislative Day (NLLD) 2017**

A delegation of eight RI library advocates attended NLLD on May 1-2 in Washington D.C., and met with RI's congressional delegation to discuss issues of importance to libraries. The group included Melody Drnach, Ed Garcia, Joan Ress Reeves, Rose Ellen Reynolds, and Tom

Viall, of the LBRI, Sarah Hunicke, representing School Librarians of RI, Jack Martin, Executive Director of Providence Public Library, and Karen Mellor from OLIS.

The trip was very successful as the group met with all the members of RI's Congressional delegation. The American Library Association (ALA) did an excellent job outlining key issues for dissemination during the congressional visits.

Ms. Reynolds reported that a retirement reception was held for Emily Sheketoff, Executive Director of ALA's Washington Office, on Monday, May 1. Ms. Drnach inquired whether 'Thank You' letters would be issued to the congressional offices. Ms. Mellor reported that letters are being prepared.

**B. RI Coalition of Library Advocates (COLA) and Rhode Island Library Association (RILA) Video**

Mr. Viall reported that a short video, jointly created by COLA and RILA as a Public Service Announcement (PSA), was posted to the RILA website. Sponsors are being sought to help support the purchase of television airtime for the PSA to raise awareness of libraries and demonstrate the positive impact that libraries have in communities.

**C. June 2017 LBRI Meeting**

Mr. Viall reminded the board members that the June 2017 LBRI meeting has been rescheduled to June 12.

**IV. CHIEF OF LIBRARY SERVICES REPORT**

**A. OLIS Staffing**

**i. Adult Services Coordinator**

- a. The new Adult Services Coordinator, Nicolette Baffoni, began work at OLIS today. Ms. Baffoni has experience working in school libraries, and has a strong technology background. Some of her areas of responsibility will be facilitating adult education programming, developing programming for digital literacy and STEAM (Science, Technology, Engineering, Art, and Math) initiatives, and expanding school library connections.

**b. Library Program Manager**

Interviews for the Library Program Manager are being scheduled.

**ii. OLIS LSTA Evaluation and Environmental Scan**

The Evaluation of the expiring LSTA Plan, and the Environmental Scan and its summary, discussed at the last LBRI meeting, are posted on the OLIS website. Print copies of the summaries of the forthcoming OLIS Five-Year State Plan for LSTA Funding and the Environmental Scan by ESC of New England are available at this meeting.

iii. Chief Officers of State Library Agencies (COSLA)

Ms. Mellor attended a meeting of COSLA on May 3 in Washington D.C. The meeting was held at the Library of Congress. Dr. Carla Hayden, Librarian of Congress, and Dr. Kathryn Matthew, Director of the Institute of Museum and Library Services (IMLS), stopped by the meeting to offer their greetings to the COSLA attendees. The discussion at the meeting focused on the Grants to States program, and the potential elimination of IMLS in the proposed FY18 Federal Budget.

B. Talking Books Plus (TBP)

The National Library Service for the Blind and Physically Handicapped (NLS) visits OLIS biennially to review the TBP program. A visit with OLIS is scheduled for June.

C. Studio Rhode

The Studio Rhode winners were officially announced at the Kids Reading Across Road Island (KRARI) event that took place at the RI State House on June 13. Studio Rhode was awarded to Woonsocket Harris Public Library for their project, "My Woonsocket Life," which was developed as a collaborative effort with the City of Woonsocket. Training and equipment for the project is supplied by Apple Corporation.

The Carnegie Corporation provided an additional grant to establish a second Studio Rhode site at the Westerly Public Library. Westerly's project, titled, "Be an Artist at the Library," will be developed with a variety of arts groups in Westerly. The library will use technology to make artistic endeavors more accessible to the public, and cement the reputation of Westerly as an art center.

D. Kids Reading Across Rhode Island (KRARI)

The annual KRARI event was held at the Rhode Island State House on Saturday, June 13. The KRARI book for 2017 is *Save Me a Seat* by Sarah Weeks and Gita Varadarajan. The event attracted a diverse audience, including groups from the Indian community, a cricket team, and an Indian dance troupe. The Rhode Island Center for the Book, a project of the RI Council for the Humanities, is co-sponsor of the KRARI event. KRARI also serves as the kickoff for the annual Summer Reading Program.

## V. COMMITTEE REPORTS

A. Federal & State Legislative Updates

i. Senate Bill 0035: Legislation to Support Distressed Communities

Senate Bill 0035 provides for additional Grant-in-Aid (GIA) funding to be distributed to distressed communities in an amount equal to the annual fees paid to Ocean State Libraries (OSL). Ms. Dyer reported that the bill has been withdrawn from consideration by its sponsor.

ii. Senate Bill 106: Media Literacy Education

Senate Bill 106 requires the RI Department of Education (RIDE) to incorporate media literacy education into the Basic Education Program (BEP). The bill has passed in the RI Senate. Ms. Dyer reported that although the bill has passed, it may not be implemented because the BEP would have to be reopened to affect the changes in the bill. Ms. Humphrey reported that the bill may not be implemented in its current state because the language is vague, requiring only that RIDE “shall consider” the incorporation of media literacy education.

iii. House Bill 5093: Public Safety and Protection Act

House Bill 5093 promotes cooperation and assistance in the enforcement of existing Immigration Laws. There is no update on House Bill 5093; the bill had been held for further study following a March committee hearing.

## VI. BOARD MEMBER REPORTS

A. Ms. Feldman

Ms. Feldman reported that Loren Spears, Executive Director of the Tomaquag Museum in Exeter RI, spoke at a recent meeting of the Small Public Libraries group. Ms. Spears discussed the programming offered at the museum, and the museum’s programming for libraries. A membership pass program was offered by the museum to RI public libraries.

The Tomaquag Museum is the only museum in RI for indigenous people. Ms. Spears is the keynote speaker at the annual RILA conference on May 31-June 1 at Bryant University.

B. Mr. Findlay

Mr. Findlay reported on a meeting held at the Rochambeau library about the Department of Corrections ‘Books Beyond’ program that allows inmates to record audiobooks for their children. The audiobooks are mailed to the children with the associated book and a packet of information. The goal of the meeting was to determine how to connect the Department of Corrections program with the Providence Community Libraries to facilitate Books Beyond, and to encourage library engagement with the children. The project is ongoing.

C. Ms. Amedeo

Ms. Amedeo reported that today’s Dorcas International presentation at United Way 2-1-1 advised that there are a number of scams targeting documented and undocumented immigrants. There are only four agencies accredited to assist immigrants, and a pamphlet with the details for those agencies will be provided to LBRI members when available.

Because libraries are a refuge for immigrants, Ms. Amedeo suggested that libraries might benefit from a presentation from Dorcas International about immigrant assistance.

The Division of Elderly Affairs (DEA) has published a new Pocket Manual for services to the elderly and their caregivers. Please contact United Way 2-1-1 for copies. Ms. Amedeo circulated a brochure with information about various DEA resources.

D. Mr. Viall

Mr. Viall reported that the Cranston Public Library's main branch will be dedicating their new children's wing on Saturday, June 3, 2017, at 11:00 a.m.

**VII. UNFINISHED BUSINESS**

A. OLIS Strategic Plan

Ms. Mellor reported that a framework for the comprehensive OLIS Strategic Plan has been written and includes state and federally funded OLIS programs. The framework is referenced in the drafted Five-Year State Plan for Library Services and Technology Act (LSTA) Funding.

**VIII. NEW BUSINESS**

A. Five-Year State Plan for LSTA Funding, Review of Draft

Ms. Mellor extended her thanks to Wendy Keenly and David Je of ESC of New England for the Environmental Scan they prepared for OLIS. The Scan is the basis of the needs assessment in the Five-Year Plan. The Scan details the impact that OLIS has in the library community, reflects how OLIS is viewed by libraries, and examines library needs across the state.

A review of the Five-Year State Plan, the assessed community needs, and a summary of the Plan was presented by Ms. Mellor. LBRI members offered suggestions and recommendations for additions or changes to the document.

Ms. Mellor asked that LBRI members communicate additional comments or suggestions to her by email or fax by May 27. A final draft will be emailed to members on June 5 to allow them time to review the plan prior to the June 12 LBRI meeting.

Mr. Viall reminded members that the vote on the Five-Year State Plan will take place at the next LBRI meeting on June 12.

**IX. PUBLIC COMMENT**

There was no public comment.

**X. FUTURE MEETINGS**

The next LBRI meeting is scheduled for June 12, 2017, from 4:15 – 5:45 p.m. at the Department of Administration, Conference Room B, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI, 02908.

**XI. ADJOURNMENT**

**Moved by:** Mr. Bucci

**Seconded by:** Mr. Sloan

The meeting was adjourned at 5:48 p.m.

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on

June 12, 2017

at the Department of Administration,

2<sup>nd</sup> Floor, Conference Room B,

One Capitol Hill, Providence, RI 02908

**Members Attending:** John Bucci, Melody Drnach, Annette Feldman, Kenneth Findlay, Edward Garcia, Rosita Hopper, Phyllis Humphrey, Doug Norris, Rose Ellen Reynolds, Thomas Viall

**Members Absent:** Cristina Amedeo, Louise Herrington-Bright, Alison Davis-Maxell, Phyllis Lynch, Monica Nazareth-Dzialo, Joan Ress Reeves, Robert Sloan

**Present from the Office of Library and Information Services (OLIS):** Karen Andrews, Donna DiMichele, Karen Mellor

**Guests:** Ms. Eileen Dyer, Providence Community Library, Co-chair, Rhode Island Library Association Legislative Action Committee

### **Materials Distributed:**

- OLIS Five-Year State Plan for Library Services and Technology (LSTA) Funding 2018-2022, Final Draft

### **I. WELCOME**

The Chair called the meeting to order at 4:15 p.m.

### **II. APPROVAL OF THE MINUTES from the May 15, 2017 meeting**

**Moved by:** Ms. Reynolds

**Seconded by:** Mr. Garcia

The meeting minutes were approved with no changes.

### **III. REPORT OF THE CHAIR**

#### **A. Rhode Island Library Association (RILA) Honorees**

Mr. Viall extended his congratulations to Eileen Dyer of Providence Community Library and Ed Garcia, Director of Cranston Public Library, Co-chairs of the RILA Legislative Action Committee, and Eileen Socha, Director of East Providence Public Library, for honors they received at the RILA annual meeting on May 31-June 1. They were recognized for their advocacy efforts at the RI General Assembly to increase Grant-in-Aid funding for libraries.

#### **B. Cranston Public Library Children's Room**

Mr. Viall offered his congratulations to Mr. Garcia on the June 3 grand opening of the new children's room at the main branch of Cranston Public Library.

### C. LBRI Appreciation

Mr. Viall thanked the LBRI for their participation and accomplishments during this legislative session, and for their support during his tenure as the Chair of the LBRI.

## IV. CHIEF OF LIBRARY SERVICES REPORT

### A. LBRI Member Appointments

Ms. Mellor reported that recommendations for appointments to the LBRI have been forwarded to the Governor's office for approval. Ms. Mellor extended her gratitude to board members who have expressed a desire to have their LBRI appointments renewed.

### B. Ongoing

#### i. OLIS Staffing, Library Program Manager

Interviews for the Library Program Manager are scheduled for June 14-16. The position was formerly held by Ms. Mellor, and has been vacant since July 1, 2013.

#### ii. Digital Equity

Ms. Mellor attended a convening on 'Digital Equity' that was coordinated by the RI Office of Innovation. This was part of the project known as 'ConnectRI', the RI iteration of the ['Everyone On'](#) non-profit campaign initiated to connect all people to the internet, and provide inexpensive broadband access to those who cannot afford it at regular rates. The library community, RI Housing Authority, and industry internet providers were represented at the meeting.

OLIS will support the project, specifically as it applies to digital literacy in libraries. Nicolette Baffoni, OLIS' Adult Services Coordinator, will monitor digital equity activities as they relate to digital literacy education efforts in libraries.

#### iii. Annual Survey

The annual public library data gathering process is under development. The survey will open on July 17 and close on September 15. The annual survey collects data for the federal government and OLIS, and certifies libraries for state Grant-in-Aid funding.

There are some changes to the circulation data that will be gathered this year. Some are based on a project that Lauren Plews, OLIS' State Data Coordinator, undertook with the University of RI (URI) Graduate School of Information and Library Studies (GSLIS). The survey is being updated to provide libraries with data that will be useful for developing programming. In addition, OLIS is preloading a substantial amount of circulation and collection data this year in cooperation with Ocean State Libraries, to ease the reporting burden for libraries.



### C. Continuing Education

#### i. Futures Conference

OLIS is working with the New Jersey State Library, and eight other state library agencies, on a Futures Conference, to take place September 25-26, in Atlantic City, NJ. Ten years ago, the NJ State Library held a similar conference to look at information in general, and library science specifically, to determine how the future world will look, and how libraries will fit into that future.

Since OLIS is a sponsor of the event, eighteen staff members from RI libraries can attend the conference at a discounted rate. More information about the conference will be forthcoming in the summer and forwarded to the LBRI.

#### ii. Research Institute for Public Libraries

The Maine State Library will be hosting a regional Research Institute for Public Libraries (RIPL). The State Library of Colorado developed RIPL with a grant from the Institute of Museum and Library Service (IMLS); several OLIS staff members attended earlier RIPL events in Colorado.

RIPL seeks to provide libraries with tools that will enable them to make better use of data and present data more effectively. OLIS is exploring the possibility of providing four scholarships to RI library staff to attend the RIPL.

### D. Summer Reading Program Finale

The annual Summer Reading Program Finale is usually held at McCoy Stadium in Pawtucket in August, with sponsorship from Citizens Bank. The event included a pre-game ceremony that recognizes summer reading participants, a barbecue for youth services librarians, tickets for the baseball game for the children and their families, and a drawing for a grand prize trip to Disneyworld for a young reader and their family.

Citizens Bank has advised McCoy Stadium management that they will not be sponsoring the event this year. The PawSox have offered to continue the pre-game ceremony and will provide photography services, and a new grand prize of a 4-pack of tickets to a Boston Red Sox game and a VIP tour of Fenway Park. OLIS is seeking funding for game tickets for the children and their families, and for barbecue tickets for librarians. If an outside funding source is not identified, the event will not take place.

### E. Strategic Plan

Upon approval by the LBRI, the OLIS Five-Year State Plan for Library Services and Technology (LSTA) Funding for 2018-2022 will be submitted to the Institute of Museum and Library Service (IMLS) to meet the June 30 deadline. Following review by the IMLS, and after any required revisions are made to the plan, it will be in effect October 1, 2017.

## V. COMMITTEE REPORTS

### A. Federal & State Legislative Updates

There were no updates on RI legislative bills that affect libraries.

## VI. BOARD MEMBER REPORTS

Dr. Hopper reported that the HELIN (Higher Education Library Information Network) consortium and CRIARL (Consortium of RI Academic and Research Libraries) have made, or will make, substantial contributions to the [RI Library Association \(RILA\) Advocacy Video Campaign](#).

Mr. Viall reminded members to view the RILA Advocacy Video online, and communicate the effort to library supporters.

## VII. UNFINISHED BUSINESS

### A. OLIS Five-Year State Plan for Library Services and Technology (LSTA) Funding 2018-2022 Discussion and Vote

On June 6, in preparation for today's meeting, LBRI members were issued a review draft of the OLIS Five-Year Plan for LSTA Funding 2018-2022. Mr. Viall requested a motion to approve the Plan, with non-substantive changes recommended by LBRI members.

**Moved by:** Dr. Hopper

**Seconded by:** Ms. Feldman

The OLIS Five-Year State Plan for LSTA funding 2018-2022 was unanimously approved by the LBRI.

## VIII. NEW BUSINESS

There was no new business discussed.

## IX. PUBLIC COMMENT

There was no public comment.

## X. FUTURE MEETINGS

The next LBRI meeting is scheduled for September 18, 2017, from 4:15 – 5:45 p.m. at the Department of Administration, Conference Room B, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI, 02908.

## XI. ADJOURNMENT

**Moved by:** Mr. Findlay

**Seconded by:** Ms. Reynolds

The meeting was adjourned at 5:00 p.m.