

LIBRARY BOARD OF RHODE ISLAND
OCTOBER 15, 2001
MINUTES

Members Present: Chair Mark McKenney, Joan Ankner, Ann Crawford, Alice Barrows, Rose Ellen Reynolds, Joan Ress Reeves, Cristina Amedeo, Deborah Barchi, Donald Deignan, Mary Cummings, Donna Good, Jay Litman

Members Absent: Joanne Aspri, Dennis Cheek, Joshua Teverow, Phyllis Harnick

Present from the Office of Library and Information Services (OLIS): Barbara Weaver, Anne Parent, Beth Perry, Donna Longo DiMichele, Laurie Scialabba

Observers: Dale Thompson, Providence Public Library

Chair McKenney welcomed all members to the Library Board meeting and thanked them for their service to the public. Introductions were made.

I. MINUTES OF THE PREVIOUS MEETING

The minutes of the May 21, 2001 meeting were approved.

II. DIRECTOR'S REPORT – Ms. Parent reported that there is much library construction activity underway in RI, and that libraries are grateful for the lifting of the \$2.5 million cap by the RI General Assembly. Ms. Parent has attended the openings at Newport Public Library and Woonsocket Harris Public Library. Photographs of construction projects can be found on the LORI website.

OLIS Library Programs Continuing Education Workshops, September- December 2001 was distributed. Twenty-one programs were developed by the Local Library Development (LLD) Team in Library Programs at low-cost or no cost for the benefit of the library community. The LLD Team of OLIS Library Programs is in the process of planning for the next series of continuing education programs from January through June 2002.

The Newline for the Blind service is a 24/7 telephone dial-up system which provides a synthetic speech service for newspapers in the United States and Canada. IMLS is providing \$60,000 to fund for one year of this service. Other funding sources will need to be found after February 2003. A meeting of RI representatives to this project is scheduled October 22, 3:00-4:30 p.m.

Despite some difficulties with its initial inception, it is hoped that this year's reporting structure for the grant-in-aid program (via an Access program on compact disk) will ultimately provide greater flexibility in the management of data. A committee will be formed to review this year's process and make suggestions for improved data gathering next year. E-rate discounts have been posted on the LORI Website.

An amendment to the Open Meetings Law in the 1980's provides for confidentiality of library records. Patron library records are confidential. Confidentiality with use of computers in libraries has come into question in some states. Information regarding the RI General Laws on this topic, as well as useful links regarding safety and security issues, can be found on the LORI Website. A statement regarding the terrorist attacks from Barbara Weaver as RI's Chief Information Officer has also been mounted. Ms. Parent urged visiting the LORI Website often for information; the LORI Website has taken the place of the OLIS newsletter, at least for the immediate future.

Beth Perry distributed two handouts: Bioterrorism Preparedness Program and Web-Based Resources to help with understanding and dealing with the Sept. 11, 2001 terrorist attack. Library Programs Home Page and Five Year Plan, taken from the LORI Website, were also distributed. Glossary of Library Terms (updated October 15, 2001) was distributed. Ms. Perry reported that rules and regulations must be filed with the Office of the Secretary of State in PDF format. She has been working on the web portal project for the State of Rhode Island. The Glossary of Library Terms can be found on the LORI website. The anti-terrorism bill being considered in Washington, D.C. may supersede state laws on confidentiality of library records. The American Library Association Washington Office Newslite (ALAWON) sends updates about federal legislation to subscribers. Information is available on the American Library Association website www.ala.org

Donna Longo DiMichele reported that the LORI Committee plans to host a program this fall with presentations by Ken Wiggin of Connecticut and Keith Fiels of Massachusetts on the development of statewide programs for libraries, which include statewide database licenses.

Robert Martin, the new Director of IMLS, will be the keynote speaker at the New England Archivist meeting in Newport, RI, March 23, 2002. A bookmark celebrating New England Archives Week! October 20-27, 2001 was distributed. A LORI email account will be set up for Library Board members if desired.

III. UNFINISHED BUSINESS

None

IV. CHAIRPERSON'S REPORT

Chair McKenney reported that the Orientation Session held on September 24, was informative, imparted a sense of the role of the Library Board and provided a brief history of the Library Board. Chair McKenney thanked OLIS staff, Joan Ress Reeves and Rose Ellen Reynolds for the presentations.

Chair McKenney presented outgoing Chair Joan Ress Reeves with a certificate of appreciation for her many years of dedication, and untiring efforts in support of library

services to the people of Rhode Island. Ms. Parent read a proclamation, and Ms. Reynolds presented a gift to Ms. Reeves.

V. COMMITTEE REPORTS

Committee on Planning and Budget

Alice Barrows has been appointed Chair of the Committee on Planning and Budget. The committee (under the former chair, Mr. McKenney) met on September 10, 2001. The FY2002 Budget was reviewed.

The Committee on Planning and Budget submitted its recommendation to the Library Board that no action be taken on any changes to the budget until it is known what the LSTA appropriation will be for the federal fiscal year 2002 budget and it is known what the LSTA evaluation will cost. If any funds become available, grant programs would be a top priority.

The recommendation was moved, seconded and unanimously approved by the Library Board.

The Committee on Planning and Budget had recommended that Chair McKenney send a letter to Representative Gordon Fox, Chair of the House Finance Committee, expressing disappointment that the Link Rhode Island Libraries Project did not go forward. Chair McKenney requested consensus from the Library Board. The letter was distributed and read.

It was moved, seconded and unanimously approved by the Library Board that the letter be sent to Representative Fox.

Committee on Legislation

Rose Ellen Reynolds will remain Chair of the committee.
No meeting was held.

Committee on Public Relations

No meeting was held.

VI. NEW BUSINESS

Rhode Island's Plan for Evaluation of the LSTA 5-Year Plan 1998-2002 and LSTA Evaluation Focus Groups was distributed. An overview of the evaluation process was given, and the Board was invited to attend any evaluation sessions with the consultant in the ensuing week.

VII. AGENDA FOR FUTURE MEETINGS

As an agenda item in the future, Mr. Deignan requested that the issue of literacy grants be addressed by the Library Board as to whether there are any remedial actions in the Federal (LSTA) budget that can be taken to prevent harm to the overall literacy program.

It was noted that the budget is developed long before the actual funding level is known, and that once the budget appropriations are known and when the cost of the LSTA evaluations is known, the issue of literacy grants will be revisited by the Library Board.

“Public Comment” will be an agenda item in the future, after New Business. Ms. Parent quoted the existing Policy on Public Participation that can be found in the Library Board loose-leaf binder, noting in particular that “In order to assure the orderly conduct of all meetings, only Board members, the Director, and those persons reporting as part of the official meeting agendas will ordinarily speak during the formal meeting. A general comment period will be set aside before the adjournment of each meeting, during which members of the public may address the Board. Limitations on time, number of items brought up, and the like, may be set by the Chairperson of the Board ...” Ms. Parent noted that the policy also addresses the manner in which formal requests by members of the public who wish to be heard by the Board on a specific issue may be submitted.

A different location may be considered for some of the meetings. It was requested that meeting information be sent at least two weeks in advance. Dates for future meetings were scheduled for: Monday, November 19, 2001; Monday, December 17, 2001; Tuesday, January 22, 2002; Tuesday, February 19, 2002; Monday, March 18, 2002; Monday, April 15, 2002; Monday, May 20, 2002; and Monday, June 17, 2002. Meetings will be held from 4:30 – 6:00 p.m.

The Committee on Legislation will meet prior to the next Library Board meeting. It was relayed that Library Board members serve until the Senate has confirmed their replacement. Chair McKenney will ask members whose terms expire December 31, 2001, about their interest in reappointment, and the resulting information will be conveyed to the Governor’s office.

Ms. Thompson reported the Providence Public Library was the recipient of the IMLS National Award for Library Service and that this award was a reflection of all libraries in the state.

The meeting adjourned at 6:30 p.m.

LIBRARY BOARD OF RHODE ISLAND
November 19, 2001
MINUTES

Members Present: Chair Mark McKenney, Joan Ankner, Ann Crawford, Alice Barrows, Rose Ellen Reynolds, Joan Ress Reeves, Joshua Teverow, Phyllis Harnick, Deborah Barchi, Mary Cummings, Donna Good

Members Absent: Joanne Aspri, Dennis Cheek, Cristina Amedeo, Donald Deignan, Jay Litman

Present from the Office of Library and Information Services (OLIS): Anne Parent, Beth Perry, Donna Longo DiMichele, Laurie Scialabba

Observers: Dale Thompson, Providence Public Library; David Macksam, Cranston Public Library

I. MINUTES OF THE PREVIOUS MEETING

The minutes of the October 15, 2001 meeting were approved.

II. REPORT OF ADMINISTRATION

Executive Order 01-06, October 22, 2001, State Reduction of Expenditures, was distributed. Ms. Parent reported that state departments and agencies have been ordered to avoid encumbering or spending appropriations unless absolutely essential. A hiring freeze on personnel and contract employees has also been imposed, as well as a freeze on promotions. The position vacated by the retirement of Kathy Reilly in June may not be filled. The contract for delivery services expires on June 30, 2002. Expenditures for conferences and travel are no longer allowed. Interpretation of the Executive Order internally is a concern, especially in the expenditure of federal funds. Library Programs has been informed that no new-signed agreements for construction reimbursement will be accepted for two years. Libraries that were nearly ready to sign agreements are East Greenwich, Exeter, Middletown, and Hope Library in Scituate. Hope Library withdrew their application and will proceed with their project, removing the elevator that will provide access to the lower level, which will house the new children's library. Other communities where plans are underway include Bristol, Burrillville, East Providence, Providence and Tiverton. Barbara Weaver has provided documentation to the State Budget Office in support of continuing the program, as construction projects provide jobs that will assist in stimulating the economy. Ms. Weaver has also provided the Budget Office with the figures that will hold harmless the libraries receiving more than 25% funding in grant-in-aid amounts as well as bring the other libraries up to the 25% funding.

A copy of the Providence Journal article of 11/14/01 "R.I. Web site to untangle bureaucracy", and an invitation to the "RI.gov" demonstration were distributed. Library Board members were invited to visit the test Internet site for delivery of government services online at the Providence Place Mall. The demonstration was to end at 8 p.m. the

day of the LBRI meeting. Barbara Weaver was presented an award for her part in connecting public libraries with the Breast Health Awareness Partnership for a series of programs. Upcoming programs are planned at Mount Pleasant Library, Monday, November 26 at 6:30 p.m., and at Ashaway Library, Monday, December 3 at 6:00 p.m. The theme for the 2002 Summer Reading Program is "Once Upon a Summertime." The program for continuing education programs January through March 2002 will be available early December and will be sent to each Library Board member. "What's New On the LORI Website This Month" was distributed. Emails with updates about the website will be sent out on a weekly basis.

LSTA Evaluation Focus Groups took place October 16-18, and OLIS is awaiting the report. LORI Committee plans for the coming year include sponsoring a presentation by Ken Wiggin of Connecticut and Keith Fiels of Massachusetts on the creation of networks in their states and inviting George Loftus to speak about OSHEAN.

A memo regarding Delivery Survey Week: November 26-30, 2001 that had been sent to all LORI contacts was distributed and discussed. OLIS will conduct a survey of the number of materials moved through the delivery system. This estimate will be needed if expansion of delivery service is to be promoted. The five-year delivery contract will end on June 30, 2002.

OLIS will sponsor a future program on the retention schedule for public library records with Gwenn Stearn, State Archives. "Talking Times", the newsletter for the Talking Books Plus! Program, will be sent to Library Board members. Rules and regulations, Minimum Standards for Rhode Island Public Libraries, 1983; Minimum Standards for Rhode Island Public Libraries, 2003; and Public Library Construction Reimbursement Program, will be refiled in electronic format with the Office of the Secretary of State in December.

III. UNFINISHED BUSINESS

None

IV. CHAIRPERSON'S REPORT

Chair McKenney attended the Information Resources Management Board (IRMB) meeting. Chair McKenney thanked Ms. Reeves who will serve as his designee to the IRMB. Ms. Reeves will also serve as chair of an ad hoc committee to review the bylaws of the Library Board. Library Board members willing to serve on the ad hoc committee should speak to Ms. Reeves. Chair McKenney will contact Board members who volunteered for the Committee on Public Relations. Chair McKenney will ask members whose terms expire December 31, 2001, about their interest in reappointment.

V. COMMITTEE REPORTS

Committee on Planning and Budget

No meeting was held.

Committee on Legislation

Ms. Reynolds reported that the membership on the committee consists of four Board members, three RILA members, a RIEMA member and Ms. Reeves. CRIARL plans to do a pilot project this year seeking a grant from The Champlin Foundations or the Davis Foundation. The pilot project is a virtual catalog interface that would connect various library networks. One proposal from the RILA retreat is to seek state funding for the delivery service and expansion of the delivery service. CLAN voted unanimously to do a pilot project with database licenses for one year. Gale Research will be used, and the \$200,000 cost will be added to CLAN fees. The grant-in-aid program and the construction reimbursement program are concerns of the public library community.

The committee requests that the Library Board of Rhode Island send a letter to the Governor about the concerns of the Executive Order over library programs.

It was moved, seconded and unanimously approved by the Library Board, that the Library Board of Rhode Island send a letter to the Governor about the concerns of the Executive Order over library programs.

Committee on Public Relations

No meeting was held.

VI. NEW BUSINESS

None

VII. PUBLIC COMMENT

Ms. Reeves stated that the Talking Books Newsletter is very helpful and useful. She noted that she had just returned from an ALA Legislation Committee meeting. At the federal level, the American Library Association (ALA) is aware that many libraries are deciding not to apply for the E-rate money because of the Children's Internet Protection Act (CIPA). ALA urges libraries to apply for E-rate money since the courts will likely reach a decision on CIPA requirements before libraries are required to install filtering technology. Libraries can always pull out if CIPA requires filtering software. A public relations strategy for funding for library programs is that libraries are purveyors to information and the public, now more than ever, needs information. Robert Martin, IMLS Director, stated that libraries serve its constituents with education, information and recreation. It is Dr. Martin's point of view that for libraries, it is time now to go back and focus as the cornerstone of education.

VII. AGENDA FOR FUTURE MEETINGS

Ms. Good reported that RILINK now has 24 members. The server has been brought to Rhode Island and CLAN will host the server.

The next meeting is scheduled for Monday, December 17, 2001, 4:30-6:00 p.m., Department of Administration, One Capitol Hill, Providence, Conference Room B.

The meeting adjourned at 5:55 p.m.

Clarification is underlined
LIBRARY BOARD OF RHODE ISLAND
January 14, 2002
MINUTES

Members Present: Chair Mark McKenney, Ann Crawford, Donald Deignan, Rose Ellen Reynolds, Phyllis Harnick, Deborah Barchi, Mary Cummings, Donna Good

Members Absent: Joanne Aspri, Dennis Cheek, Cristina Amedeo, Jay Litman, , Joan Ankner, Joshua Teverow, Alice Barrows

Present from the Office of Library and Information Services (OLIS): Anne Parent, Beth Perry, Donna Longo DiMichele, Laurie Scialabba

Observers: Dale Thompson, Providence Public Library; Joan Ress Reeves

I. MINUTES OF THE PREVIOUS MEETING

The minutes of the November 19, 2001 meeting were approved.

II. REPORT OF ADMINISTRATION

Dr. Robert Carl, Director of Administration, has given his approval to move ahead with the East Greenwich Public Library construction project. A tentative letter of commitment has been sent to the library; a construction agreement will be signed after OLIS has reviewed the final plans for the project. The first payment will be due in 2004, after the project has been completed. What will happen with other plans for library construction projects is not known. Final plans for construction in Exeter are not yet completed. All funding to begin construction is in place. Without state funding through the library construction reimbursement program, the project cannot go forward.

III. UNFINISHED BUSINESS

The letter Chair McKenney wrote to the Governor regarding the impact of the Executive Order dated October 22, 2001 on library programs was distributed. No response has been received.

IV. CHAIRPERSON'S REPORT

Chair McKenney reported that he met with Anne Parent and Barbara Weaver regarding the future direction of the Library Board. Chair McKenney will meet with Dr. Carl prior to the next Library Board meeting. A letter has been sent to the Governor's office with requests for appointments and reappointments to the Library Board.

V. COMMITTEE REPORTS

Committee on Planning and Budget

No meeting was held.

Committee on Legislation

Ms. Reynolds reported that the committee met today to discuss the Rhode Island Library Association's Legislative Action Committee's legislative initiative to seek state funding for the delivery service and expansion of the delivery service in the amount of \$500,000. The draft legislation was distributed. Statewide Library Delivery Service in Rhode Island, an informational summary, was distributed. Proposed costs related to delivery service and expansion were

distributed. State funding would be disbursed through OLIS. This would establish funding for delivery as a line item in the state budget. If the RILA proposal is approved by the General Assembly, libraries would receive an increase in the number of days of delivery service. 64 schools would have delivery service for the first time; which would mean that 25% of the schools in Rhode Island would have delivery service. The contract for delivery service will expire June 30, 2002. It is hoped that this initiative will be a small step in a multi-year library initiative. The pilot project CRIARL plans is a virtual catalog interface for CRIARL libraries and is not seeking state funding. CLAN plans to do a pilot project with database licenses for one year, with the cost added to CLAN fees.

Each library organization, network and association in Rhode Island has been asked to approve and write a letter of support to RILA for its legislative proposal to seek state funding for the delivery service and expansion of the delivery service in the amount of \$500,000.

The Committee recommends that the Library Board approve the RILA Legislative Proposal and that a letter of support to RILA be written.

Discussion followed. Nonprofits will continue to be charged for using the delivery service. RILA will be contacting Representative Dennigan of East Providence and Senator Alves of West Warwick as potential sponsors for the bill. Both are members of their respective Finance Committees. Library Board members can also solicit support. If delivery were covered with state funding, this could free up federal money for statewide and competitive projects as long as state funding for Library Programs does not decrease in other areas. Mr. Deignan suggested that acquiring grassroots support from parent teacher organizations in the elementary and secondary schools would broaden the base. RILA will develop "talking points" for the proposal.

Ms. Good stated that she understands the importance of the proposed legislation and that the approach to overall legislation to support library services may take several years. However, RILINK needs support and it is not mentioned in the current approach. She urged that RILINK support not be overlooked in the future. Last year the Link RI Libraries Project included a virtual interface, RILINK, delivery and statewide databases. RILINK has 24 members currently, with five schools being added this year. The cost for school libraries to join RILINK is \$1,500. A per student assessment is being discussed in RILINK.

The Library Board voted unanimously to approve the Rhode Island Library Association Legislative Proposal (seeking a \$500,000 Appropriations Bill for statewide library delivery service) and agreed to write a letter of support for the proposed legislation to the Rhode Island Library Association.

The Committee will keep a watch on what happens with the public library construction reimbursement program.

Committee on Public Relations

No meeting was held.

VI. NEW BUSINESS

Ms. Harnick reported that the Office of Higher Education is promoting its website "Preparing for College: An OnlineGuide for Students, Families and Educators" at www.ribghe.org/col-prep.htm. The revised website is accessible to students and library patrons with disabilities.

Ms. Parent reported that no states have received federal funding yet. While information is not

official, there are rumors that it has been level-funded. The bill for the LSTA evaluation has not been received from COSLINE. The Office of Library and Information Services/Library Programs will begin development of a new LSTA Five-Year Long Range Plan FY 2003-2007. OLIS LSTA Five-Year Plan FY 2003-2008 "Homework" prior to beginning discussion. was distributed.

A reception for the retirement of Barbara Weaver will be held on Friday, March 1, 2002, 3:00 – 5:00 P.M., at the State House. Observer Joan Reeves raised a question about a search for a new Chief Information Officer. Observer Dale Thompson suggested that this might be an opportunity to revisit Library Programs being at the Department level again. She stated that there is no vacuum with the leadership of Anne Parent and a strong OLIS staff. Ms. Thompson continued that now may be the time to review the action of moving the former Department of State Library Services into the Department. Observer Reeves agreed that libraries deserve a separate department and it does merit discussion. A meeting with the Governor was discussed.

VII. PUBLIC COMMENT

None

VII. AGENDA FOR FUTURE MEETINGS

The next meeting is scheduled for Tuesday, February 19, 2002, 4:30-6:00 p.m., Department of Administration, One Capitol Hill, Providence, Conference Room B.

The COLA Annual meeting is scheduled for Tuesday, February 12, 2002, 5:00 – 7:00 P.M. at the State House. Chair McKenney will be a speaker. Anne Hood is the guest speaker. Alan Axelrod will receive the Sweetheart of the Year Award.

The meeting adjourned at 5:55 p.m.

LIBRARY BOARD OF RHODE ISLAND
February 19, 2002
MINUTES

Members Present: Chair Mark McKenney, Ann Crawford, Rose Ellen Reynolds, Deborah Barchi, Donna Good, Jay Litman, Joan Ankner, Alice Barrows

Members Absent: Joanne Aspri, Dennis Cheek, Cristina Amedeo, Joshua Teverow, Donald Deignan, Phyllis Harnick, Mary Cummings

Present from the Office of Library and Information Services (OLIS): Anne Parent, Beth Perry, Laurie Scialabba

Observers: Dale Thompson, Providence Public Library; Ednor Larson, Elizabeth Baldwin Elementary School, Pawtucket; David Macksam, Cranston Public Library

I. MINUTES OF THE PREVIOUS MEETING

The minutes of the January 14, 2002 meeting were approved.

II. REPORT OF ADMINISTRATION

Ms. Parent reported that in the Governor's proposed FY03 state budget, grant-in-aid to cities and towns for libraries is level funded from FY02. Library construction is funded at \$2,045,000, the same amount as was projected to be needed. Library Programs funding was reduced by \$64,794 from FY02. Ms. Parent will meet with a Budget Analyst tomorrow, but at first glance it appears that this is primarily the salary and the benefits of the staff member whose position was frozen this year, with some additional cuts in supplies. Federal funding in FY02 has increased from last year by \$300 to \$820,390. The Committee on Planning and Budget will meet to discuss the allocation of Federal funds. Ms. DiMichele was in a car accident and will be out for several months. Mr. Boksenbaum's daughter was injured in a ski accident and is expected to fully recover by the fall. LSTA Planning and the new delivery contract will be the top priority for OLIS in the coming months. The LORI Committee program scheduled for March 13, 2002, featuring presentations by the state librarians from Massachusetts and Connecticut has been postponed until the fall.

Dr. Robert Carl, Director of Administration, has given his approval for funding for the Exeter Public Library construction project. A tentative letter of commitment has been sent to the library; a construction agreement will be signed after OLIS has reviewed the final plans for the project.

The final step in the LSTA Evaluation survey is underway. A survey will be sent to 50 randomly selected LORI library directors. Opinions on the benefits of the last five years of LSTA funding will be sought. Development of a new LSTA Five-Year Long Range Plan FY 2003-2007 has begun. The new plan is due to IMLS by the end of July. Focus groups will be held for the LORI Committee, and for selected library directors representing all types of libraries. A forum for the general public, including the disabled community will be held on March 18, 6:00 – 8:30 p.m. at the North Kingstown Free Library, and will be sponsored by COLA. Another forum for library staff of all levels will be held from 3:00 – 5:00 p.m. on March 20, at the Warwick Public Library. Approvals has been given to expend federal funds for a facilitator and refreshments. An online discussion group for public discussion has been established. More information is at:
<http://www.lori.state.ri.us/5yplan/2003/meetings.htm>

A reception for the retirement of Barbara Weaver will be held on Friday, March 1, 2002, 3:00 – 5:00 P.M., at the State House. Joan Ress Reeves will write a proclamation on behalf of the Library Board for Ms. Weaver. Donations for the gift basket from the Library Board are being accepted by Ms. Parent.

In response to some mis-information that has circulated at various meetings of late, Ms. Parent reviewed the composition of membership of the Library Board. She emphasized that librarians on the Board do not represent library organizations and networks per se, but types and sizes of libraries.

III. UNFINISHED BUSINESS

None

IV. CHAIRPERSON'S REPORT

Chair McKenney reported that a letter has been sent to David Macksam, Rhode Island Library Association, in support for the proposed legislation seeking a \$500,000 Appropriations Bill for statewide library delivery service. A copy of the letter was distributed. Chair McKenney attended and spoke at the Annual Meeting of COLA. Reappointments to the Library Board are before the Senate. No word has been received from the Governor's Office regarding new appointments to the Library Board.

COMMITTEE REPORTS

Committee on Planning and Budget

No meeting was held. Ms. Barrows will convene a meeting when needed to revise current year LSTA funding, after the bill for the LSTA Evaluation has been received.

Committee on Legislation

Ms. Perry distributed a packet of pending legislation. The Governor's budget bill, H-7732, was discussed. Thanks should go to the sponsors of H-7039 and S 2523, RILA's legislative initiative to seek state funding for the delivery service and expansion of the delivery service in the amount of \$500,000. RILA's Legislative Action Committee is mounting a publicity campaign for H7039 and S2523. Bookmarks will be distributed at libraries, and a postcard writing campaign is being planned. Websites for legislators as well as phone numbers and addresses will be included in the materials.

Mr. Litman expressed concern about the physical facility housing the Information Technology Operations Center located in Johnston, which falls under the purview of OLIS. Discussion followed. Chair McKenney will convey the information presented by Mr. Litman to Ms. Reeves, and request that Ms. Reeves convey the information to the Information Management Resources Board, as she is the designee of Chair McKenney to that Board.

Committee on Public Relations

No meeting was held. A number of Board members have expressed interest in serving on the committee, but there is, as yet, no chair. Mr. McKenney will request that Ms. Reeves review the bylaws, noting whether or not it is necessary to keep the same number of committees active.

V. NEW BUSINESS

The search for a new Chief Information Officer was discussed. No one has been officially named as the Acting Chief Information Officer. Observer Macksam stated that RILA has taken action, and will send a letter to the Governor and Dr. Carl. The letter from RILA will express concern of the lack of a Masters Degree in Library Science (MLS) for the position, input of the Library

Board and the library community in filling this position and an examination of the organization structure under the Department of Administration.

The Library Board moved, seconded and voted unanimously to go on record asking prompt consideration in the hiring of the Chief Information Officer and recommend the restoration of the MLS Degree. Chair McKenney will send a letter to the Governor and Dr. Carl.

VII. PUBLIC COMMENT

None

VII. AGENDA FOR FUTURE MEETINGS

The next meeting is scheduled for Monday, March 18, 2002, 4:30-6:00 p.m. Ms. Parent suggested that the Library Board meet at the North Kingstown Free Library on March 18, 2002, since the LSTA Focus group sponsored by COLA for the public and disabled community will be held at 6:00 p.m. at the North Kingstown Free Library. A light supper will be provided at 6:00 P.M. Members of the Library Board agreed to hold the next meeting at North Kingstown.. The change of location will be noted in the Draft Agenda for the March 18, 2002 meeting.

The meeting adjourned at 5:40 P.M.

LIBRARY BOARD OF RHODE ISLAND

March 18, 2002

MINUTES

Members Present: Chair Mark McKenney, Ann Crawford, Rose Ellen Reynolds, Deborah Barchi, Donna Good, Cristina Amedeo, Joshua Teverow, Alice Barrows

Members Absent: Joanne Aspri, Dennis Cheek, Donald Deignan, Phyllis Harnick, Mary Cummings, Jay Litman, Joan Ankner

Present from the Office of Library and Information Services (OLIS): Anne Parent, Beth Perry, Laurie Scialabba

Observers: Joan Ress Reeves, Peter Deekle

The meeting convened at 4:40 p.m. Chair McKenney thanked Donna Dufault, Director of North Kingstown Free Library, for hosting the Library Board meeting. Ms. Parent introduced John Etchingham, a retired faculty member of the URI GSLIS and a member of the COLA Board, to the Library Board and thanked him for COLA's sponsorship of the public meeting on LSTA that was to follow the LBRI meeting. Ms. Parent also introduced Peter Deekle, candidate for member of the Library Board representing academic librarians. Mr. Deekle is awaiting confirmation by the Senate. Introductions were made.

I. MINUTES OF THE PREVIOUS MEETING

The minutes of the February 19, 2002 meeting were approved.

II. REPORT OF ADMINISTRATION

RILA's legislative proposal has been submitted and bills have been introduced in the House (sponsored by Rep. Betsy Dennigan) and in the Senate (sponsored by Senator Steven Alves.) The bill numbers are H7039 and S2523. A bookmark and postcard campaign has been launched in libraries throughout RI. "Talking Points" for the bill was distributed. No hearing dates have been set for the bills.

Information on the OLIS Library Programs Continuing Education Workshops for April – June 2002 was distributed. It was noted that this information is also available on the LORI website.

The Request for Proposal for the delivery system has been submitted to the Division of Purchasing. The current contract for the delivery system expires on June 30, 2002.

Ms. Parent spoke with Dr. Robert Carl, Director of Administration, about the Middletown Public Library construction project. The \$1.5 million project would cost the state approximately \$82,500 in FY 03 and FY 04, and would bring the state's total

commitment to under \$2.5 million. Dr. Carl will approve the project pending approval from the Budget Office.

Development of a new LSTA Five-Year Long Range Plan FY 2003-2007 has begun. The new plan is due to IMLS by the end of July. Two focus groups, for the LORI Committee and for selected library directors representing all types of libraries have been held. Two open forums are scheduled. The open forum for the public, sponsored by COLA, will be held today from 6:00 – 8:30 p.m. directly after the Library Board meeting. Another forum for library staff of all levels will be held from 3:00 – 5:00 p.m. on March 20, at the Warwick Public Library.

Ms. Reeves stated that reauthorization of LSTA is being discussed in Congress. It is hoped that it will be authorized and appropriated at \$500 million dollars. “Small” states would benefit particularly if the base grant level is raised. David Macksam, President of RILA, will testify at the hearing on April 10. Senator Reed is co-sponsor of the legislation in the Senate.

Reauthorization of LSTA will be a topic at the American Library Association National Library Legislative Day in Washington, D.C., May 6 and 7, 2002. Library organizations in Rhode Island have been invited to send a representative to attend Library Legislative Day.

III. UNFINISHED BUSINESS

None

IV. CHAIRPERSON’S REPORT

At Chair McKenney’s request, Ms. Reeves reported that a committee from the Information Resources Management Board will go to Dr. Carl and the Governor regarding the concerns expressed by Mr. Litman about the physical facility housing the Information Technology Operations Center located in Johnston.

Chair McKenney has contacted the offices of Representative Patrick Kennedy and Representative James Langevin, requesting their consideration in co-sponsoring reauthorization of LSTA. Response appears to be favorable

V. COMMITTEE REPORTS

Committee on Planning and Budget

No meeting was held. Ms. Barrows will convene a meeting when needed to revise current year LSTA funding, after the bill for the LSTA Evaluation has been received.

Committee on Legislation

No meeting was held.

Committee on Public Relations

No meeting was held.

VI. NEW BUSINESS

None

VII. PUBLIC COMMENT

Providence Public Library is preparing a comprehensive plan to renovate the central library and the branches.

LSTA evaluation process is still ongoing. The evaluator is expected to submit a report in April.

VIII. AGENDA FOR FUTURE MEETINGS

The next meeting is scheduled for Monday, April 15, 2002, 4:30-6:00 p.m.

The meeting adjourned at 5:40 P.M.

LIBRARY BOARD OF RHODE ISLAND

April 15, 2002

MINUTES

Members Present: Chair Mark McKenney, Ann Crawford, Deborah Barchi, Donna Good, Cristina Amedeo, Alice Barrows, Donald Deignan, Phyllis Harnick, Jay Litman

Members Absent: Joanne Aspri, Dennis Cheek, Mary Cummings, Joan Ankner, Rose Ellen Reynolds, Joshua Teverow

Present from the Office of Library and Information Services (OLIS): Anne Parent, Beth Perry, Laurie Scialabba

Observers: Joan Ress Reeves, Peter Deekle, David Macksam, Dale Thompson, Tovah Reis

The meeting convened at 4:40 p.m. Chair McKenney introduced Tovah Reis, who the Governor has appointed (pending Senate approval)* as a member of the Library Board representing corporate or special librarians. Introductions were made.

I. MINUTES OF THE PREVIOUS MEETING

The minutes of the March 18, 2002 meeting were approved.

II. REPORT OF ADMINISTRATION

April 16 of National Library Week has been named by the American Library Association as Library Thank You Day, a day to thank the Congressional delegation of each state for their support of library issues. Information to contact Senator Reed was distributed.

Ms. Perry gave a brief overview of the demographics of Rhode Island, which will be incorporated into the new LSTA Five Year Long Range Plan as part of the Environmental Scan/Needs Assessment. Investing in Our Communities in Rhode Island, An Evaluation of Rhode Island's Five-Year LSTA Plan FY 1998-2002 was distributed. This consultant report on how effectively LSTA funds have been used for the past five years will be made available on the LORI website.

On April 10, David Macksam, President of RILA and Director of Cranston Public Library, testified at the Senate Hearing in Congress on reauthorization of LSTA. Copies of his testimony were distributed and will be made available on the LORI website.

*At the time of this meeting it was assumed that Senate approval of the Governor's appointments would be needed. It has since then been determined that such approval is not necessary.

Anne Parent, Joan Ress Reeves, Rose Ellen Reynolds, Ednor Larson, Dale Thompson, Carol Brouwer, and David Macksam, will attend the American Library Association's National Library Legislative Day in Washington, D.C., May 6 and 7, 2002. OLIS will be working with the Town of Johnston on their library construction plans. Ms. Barchi commended Karen Mellor of OLIS for her consultation work with regard to future space planning for the Barrington Public Library.

An editorial written by Betty Cotter for the South County Independent in praise of the statewide library delivery system was distributed.

The House Finance Committee will hold a hearing at 2:00 p.m. on Wednesday on H 7732 on An Act Making Appropriations for the Support of the State for Fiscal Year Ending June 30, 2003; of specific interest to the LBRI is Article 7 in re: library funding.

III. UNFINISHED BUSINESS

Letters written by David Macksam, President of RILA and by Mark McKenney, Chair of the Library Board, to the Governor and Dr. Carl, Director of the Department of Administration, concerning the Chief Information Officer position, and the responding letters from Dr. Carl were distributed. Discussion followed. Mr. Macksam and Mr. McKenney will meet with Dr. Carl on Thursday, April 25. Observer Thompson stated that the restoration of cabinet status would be more of an election issue than one for discussion at this point. The state has a considerable investment in libraries and the issue should be one of policy. Ms. Barrows requested information on the position of the state library agency in other states. COLA will be preparing a series of questions for the gubernatorial candidates. This issue will be placed on the agenda for next time. An Ad Hoc Committee may be formed to review the status of OLIS in state government.

IV. CHAIRPERSON'S REPORT

The Governor has appointed William J. Allen to the Library Board.

V. COMMITTEE REPORTS

Committee on Planning and Budget

No meeting was held.

Committee on Legislation

No meeting was held.

Committee on Public Relations

No meeting was held.

VI. NEW BUSINESS

David Macksam, Chair of RILA, and Dale Thompson, Co-chair of RILA's Legislative Action Committee discussed the status of RILA's legislative initiative and the resulting bills, H7039 and S2523 (an appropriation of \$500,000 to fund the interlibrary delivery system as administered by OLIS). Information on contacting legislators was distributed. The postcard campaign is doing well. Ms. Parent estimated that \$265,000 is needed to

maintain the delivery service in 2003. This legislation would establish delivery service as a line item in the OLIS budget. The Request for Proposal for the delivery vendor has been submitted to the Division of Purchasing. The current contract for the delivery system expires on June 30, 2002. Delivery is an ongoing service and is an essential part of library services. RILA's pertinent flyer, Talking Points, was distributed. RILA has had some indications that a hearing will be held the last week of April.

Ms. Parent distributed the change in language to 29-6-2. Public library services in H 7732 An Act Making Appropriations for the Support of the State for Fiscal year Ending June 30, 2003. Background Information on "25% Rule", Information on the state grant-in-aid was also distributed. It was noted that the hearing on Wednesday would be the appropriate time for the library community to protest this language. Discussion followed.

The motion was made, seconded and unanimously approved that the Library Board oppose the following language: "The amount of the grant payable to each municipality in any year in accordance with this section shall be reduced proportionately in the event that the total of those grants in any year exceeds the amount appropriated that year for the purposes of this section", and to support its removal, and to request an increase in funding that is at least twenty-five percent (25%) of the amount appropriated and expended in the second preceding fiscal year by the city or town from local tax revenues (i.e. an increase that holds harmless those libraries currently receiving more than 25% while increasing the amount for those libraries receiving less than 25% to 25%.

Chair McKenney will write a letter to House Finance Committee Chair Gordon Fox to convey this action, and will present the letter as testimony at the hearing on this bill scheduled for Wednesday, April 17, 2002 at 2:00 p.m.

VII. PUBLIC COMMENT

Observer Reeves stated that there should be a hard discussion about the cabinet-level status of library services, and what alternatives there may be.

Mr. Deignan gave kudos to Karen Mellor at OLIS for the Web Design Continuing Education class.

VIII. AGENDA FOR FUTURE MEETINGS

The meeting adjourned at 6:12 P.M.

LIBRARY BOARD OF RHODE ISLAND

June 10, 2002

MINUTES

Members Present: Chair Mark McKenney, Ann Crawford, Deborah Barchi, Donna Good, Alice Barrows, Donald Deignan, Phyllis Harnick, Jay Litman, Peter Deekle, Tovah Reis, Mary Cummings, Joan Ankner, Rose Ellen Reynolds, William Allen

Members Absent: Dennis Cheek, Joshua Teverow, Cristina Amedeo

Present from the Office of Library and Information Services (OLIS): Anne Parent, Beth Perry, Donna DiMichele, Sheila Carlson, Karen Mellor, Laurie Scialabba

Observers: Kathy Ellen Bullard, Providence Public Library; and Joan Ress Reeves

The meeting convened at 4:35 p.m. Chair McKenney introduced William Allen, newly appointed member of the Library Board, representing general library users. Mr. Allen is filling the remainder of the term of Madelyn Rumowicz, which expires December 31, 2002.

Proposed change to the regulations for public library construction/renovation reimbursement funding under 29-6-6 of the Rhode Island General Laws, State Grants for Libraries Fiscal Year 2003: Budgeted Increase, Outline of Draft LSTA 5-Year Plan; LSTA Grants for Federal FY 2002, Draft 6-4-02(2nd ed) Rhode Island Library Needs Assessment 2003-2007, Draft (Environmental Scan cont'd) 6/4/02 Library and Museum Resources in Rhode Island, Library Services & Technology Ace (LSTA) Five-Year Plan, 2003-2007, Mission, Goals and Objectives (Draft 6/3/02) were distributed.

I. MINUTES OF THE PREVIOUS MEETING

The minutes of the April 15, 2002 meeting were approved.

II. REPORT OF ADMINISTRATION

Ms. Parent stated that the FY2002 LSTA sub grants, (the LORI Grants and Literacy Grants,) fall under the final year of the current 5-year Plan and will be effective July 1, 2002 – June 30, 2003. Ms. Carlson stated that up to \$57,000 was made available in LSTA funds for LORI grant awards. Six applications totaling \$106,000 were received and reviewed by a special committee. Four grants were awarded totaling \$49,764. Instead of awarding the full \$57,000 the committee recommended that some funds be used to offer grant writing classes and that OLIS provide guidelines and a training program for indexing local newspapers. Up to \$57,000 is available for Literacy Grants. OLIS staff member Ann Piascik is coordinating the program. Two applications have been received. The deadline for applications was June 7, and awards will be announced on June 28.

The Department of Administration has given its approval for the Hope Library (Scituate)

construction project. The Hope Library applied for 25% reimbursement instead of 50% reimbursement, with the projected cost of the entire project estimated to be about \$130,000. The project is expected to cost the state approximately \$11,500 in FY 04.

Ms. Mellor discussed the necessity of the change to Regulation 3.10 of the Public Library Construction/Renovation Reimbursement Program as outlined in the distributed material. **The Library Board of Rhode Island moved seconded, and unanimously approved a change in Construction Reimbursement Regulation 3.10 to clarify procedures for the final audit of public library construction projects.** The new wording states, “At the completion of the project the State of Rhode Island Department of Administration or its designee shall perform an audit in accordance with the funding principles established by the Office of Library and Information Services.” This replaces former wording stating, “At the completion of the project the library shall submit an independent audit to the Office of Library and Information Services, in accordance with their instructions.”

Ms. Parent announced two amendments to the state budget made by the House Finance Committee affecting OLIS and the libraries it serves. Amendment #21 provides \$200,000 for an “Inter-Library CLAN Van”, and is expected to become a line item in the OLIS budget for delivery service. Amendment #23 provides an additional \$314,217 in public library aid funding for FY2003 and will be distributed to libraries that currently receive less than 25% of local appropriations. The effect of the increase for the cities and towns is listed in State Grants for Libraries Fiscal Year 2003. Although Governor Almond vetoed the entire State Budget on June 6, the General Assembly is expected to reconvene during the latter part of the week of June 10 to override the veto.

Wright Logistics has been awarded the new five-year delivery contract. Costs in the new five-year contract for delivery service are expected to run slightly less than the existing contract. The new contract calls for payment of \$5.75 for regularly scheduled stops year-round, and \$7.25 per stop for a newly instituted, “delivery on demand” (DOD) service. The former contract was at \$6.00 per stop during the school year, and \$6.50/stop in the summer. The new contract goes into effect July 1, 2002.

Ms. Perry reported that approximately \$350,000 is available for Rhode Island public libraries under the Gates Foundation Library Grant Program. In the not-yet final list issued by Gates, twenty libraries are eligible for full grant amounts while other libraries may purchase computers. The final list of eligible public libraries will be sent to OLIS in August. The application process will take place in September. OLIS is encouraging all public libraries to apply. The program provides a computer lab to the state to be located in a public library for computer training. Mr. Deignan expressed concern that adaptive equipment, which he characterized as not costly, is not addressed in the Gates program. Mr. Deignan suggested that libraries add adaptive equipment to their applications as long as it does not harm the libraries chances for an award. Ms. Perry suggested that libraries consider adding adaptive equipment as an addendum to the application. She added that Gates has been asked about this in the past, and has issued a response which she will look up and convey to the Board. OLIS will sponsor a conference call for eligible public

libraries in September and will raise the issue of adaptive equipment as a concern of the Library Board.

Ms. Parent reported that ALA National Library Legislative Day was a success. The Rhode Island Congressional delegation is very supportive of libraries' issues. LSTA reauthorization legislation has been approved in the House and has been introduced in the Senate. The base grant to each state is currently \$340,000. The House bill called for \$500,000 as a base grant, while the Senate version asks for \$680,000. An increase in the base grant would be particularly helpful in smaller states.

III. UNFINISHED BUSINESS None

IV. CHAIRPERSON'S REPORT

Chair McKenney sent a letter to House Finance Committee Chair Gordon Fox as indicated by the Library Board and presented it as testimony at the hearing on H 7732 An Act Making Appropriations for the Support of the State for Fiscal year Ending June 30, 2003, on April 17, 2002.

Chair McKenney and Ms. Parent met with Dr. Carl, Director of the Department of Administration, on the hiring of a Chief Information Officer and restoration of the M.L.S. requirement for the position. Dr. Carl indicated that filling the position will not occur at this time, and that the Board's concerns were understood.

V. COMMITTEE REPORTS

Committee on Planning and Budget

No meeting was held. Ms. Parent explained that the new State accounting system, RISAIL, has had numerous problems in its first year of operation, so year-to-date expenditure reports have not been completed at this time. Additionally, the amount of Federal funding that will be available in FY2003 is not yet known, due to the pending reauthorization of LSTA in Congress.

Committee on Legislation

No meeting was held. Chair McKenney thanked Ms. Reynolds and the committee for their hard work in supporting this year's legislative efforts, and especially for the collaborative efforts with RILA and COLA in making this year's legislative initiatives a cooperative project.

Committee on Public Relations

No meeting was held.

VI. NEW BUSINESS

Ms. Parent reviewed the Outline of Draft LSTA 5-Year Plan 2003-2007 and the Rhode Island Library Needs Assessment 2003-2007. Mr. Allen remarked that a major report on adult literacy was published today. He suggested that the Plan make more of a direct

reference to efforts to assist Spanish speakers, as the needs assessment points out the great increase in the Hispanic population.

Ms. Perry stated one different thrust of the draft Plan is the expansion of the Rhode Island Family Literacy Initiative. Ms. Parent stated that literacy grants would probably no longer be competitive grants.

Ms. Reis stated that the term “special libraries” does not refer to hospital libraries. Ms. Reis supports the use of the term “health sciences libraries” as a separate entity. She said also that health science librarians do not all belong to the Special Library Association (SLA), and recommended that ARIHSL be mentioned as well. Ms. Parent concurred. With reference to Goal I., Objective A, 13) “Investigate...(2003-2007)”, regarding virtual reference, the suggestion was to change the dates to (2003-2004). With reference to Goal III, Objective A, 4) regarding developing an annual report format, it was suggested that if OLIS were to develop an annual report consideration be given to including information about the libraries it serves. June 24 is the final date for input to the draft Plan. The next LBRI meeting is tentatively scheduled for Monday, July 1, 2002 at 4:30 P.M., at which time the final Plan will be approved. Chair McKenney polled the Board members and determined by consensus that if no controversial input is received from the library community requiring discussion by the Board, the formal meeting will be canceled and an email vote will be scheduled to approve the Plan.

VII. PUBLIC COMMENT

Kathy Ellen Bullard suggested that in the Five-Year Long Range Plan, OLIS incorporate cooperation and collaboration with other state agencies such as the Department of Elementary and Secondary Education. Ms. Bullard also commended those who drafted the Plan on including libraries and museums in the Vision.

Ms. Reeves congratulated OLIS on the Five-Year Long Range Plan. Ms. Reeves also recognized the concerns expressed by Mr. Deignan, but wished to go on record as stating that the Gates Foundation Grant Program is a wonderful program that has done much to further access to computers in public libraries throughout the country.

VIII. AGENDA FOR FUTURE MEETINGS

The next meeting is scheduled for Monday July 1, 2002, at 4:30 P.M. at the Department of Administration. If the meeting is canceled, a notice will be distributed accordingly.

A meeting has been scheduled for Tuesday, September 17, 2002 at 4:30 P.M. at the Department of Administration.

The meeting adjourned at 6:15 P.M.

