

Secretary's Council on Library Development

James C. Kirkpatrick Building
600 W Main, Jefferson City, MO 65101

April 28, 2023

Members Present: Rebecca Parker, Jane Mulvihill-Jones, Patrick Wall, Jennifer Thompson, Jennifer Baldwin, Beth Ann Caldarello, Emily Jaycox, Heather Hufstedler, Rachael Grime, Melissa Hopkins, Peter Altschul, Amber Carr, Kristen Shaw, and Rebecca Hamlett

Absent: Rita Gulstad and Angela Wells

Staff Present: Robin Westphal, Kayla Collins, Clarissa Schmitz, Trish Vincent, Laura Kromer, Lori Brown, Randy Wright, Matt Butler, Merideth Johnson, Lysha Thompson, Terry Blauvelt, Cory Mihalik, Janet Caruthers, Jami Livingston, and Nora Wesselman.

Guests Present: None

The quarterly meeting of Secretary's Council was held Friday, April 28, 2023 in person and via Zoom. Robin Westphal served as meeting chair until a replacement chair and vice chair has been selected. The meeting was called to order at 10:00 AM.

Council members and staff introduced themselves.

Announcements: Westphal recognizes retiring council members whose terms have been served. Those members include Rebecca Parker, Melissa Hopkins, Rebecca Hamlett, Rita Gulstad and Beth Caldarello. Westphal also states that we have current council positions open that we need to filled.

Meeting Minutes

Westphal asked for a vote and review of the November 18, 2022 meeting minutes. Grime made a motion to approve, Parker seconded. Minutes approved by all, none opposed.

Secretary of State Office Update; Trish Vincent

Vincent states that the state aid budget the House cut has been restored by the Senate. Vincent believes this money should stay. Vincent also reinstates that the new rule is at a local level and that it is up to the community and board to determine what goes in the libraries policies. She also wanted to mention that if the library has a room that is open to the public for event rental that there needs to be a sign posted with a rating. If the

event is adult only, for children, members only, etc. it just needs to state that on the advertisement.

Wolfner Talking Book and Braille Library Update; Robin Westphal

Westphal states that her and Lori Brown attended the NFB Conference just recently and that Wolfner is gearing up for a busy Outreach season. She also states that the NFB is finally distributing the refreshable braille displays which will be a game changer for patrons. They will have unlimited access to titles and be able to read braille straight from the device. Westphal turns it over to Lori Brown, Director of Public Services. Brown states that she is also very excited for the refreshable braille display and that it does have 32GB of memory to hold items on. She states that patrons can also read word documents, emails, text messages, etc. and you do not need internet for it which is a crucial part for patrons. Brown also states that last year was the first full year of using Duplication on Demand and Wolfner circulated 710,000 items. She also gives a short recap of patron statistics from 2022. Brown turns it over to Randy Wright, Director of Production and Special Projects. Wright gives an overview of the recording studio statistics from November 2022 to April 2023. Volunteer hours have increased to an average of about 18.9 hours per day. Wright also gives stats about the number of recorded items including books, newsletters, Missouri Conservationists, Missouri General Assembly Roster, and more. Lastly, Wright states that the Annual Wolfner Volunteer Appreciation event is today, 4/28/2023 to celebrate the accomplishments for the year.

Reference Services Update; Laura Kromer

Kromer starts off by giving an overview of Reference Services the last few months. She states that March was a great outreach month for Reference. They had an advertisement for library cards on the HR portal that worked really well with lots of cards issued. State employees seem to be showing more enthusiasm with newsletter subscribers, book checkouts, and lots of reference questions via chat. Kromer also highlights a few goals that were reached which include surpassing 2000 active newsletter subscribers for the Beyond the Stacks and making more contacts with HR staff across other state agencies to reach state employees as they are hired. Their goal was to make another connection with another agency and they have made 5! The connections with other HR state agencies give Reference new state employees so we can tell them about the State Library and resources, get them subscribed to Beyond the Stacks and signed up for a library card. Lastly, Kromer states that they have replaced the Bicentennial guide with a new Missouriiana guide, have over 16,000 documents on the state documents page and added several new books to their collections.

Library Development Update; Robin Westphal & Consultants

Merideth Johnson, Adult Services Consultant, gives a brief overview of projects she has currently going on which include the veterans program VetsNow, the Homeless Training Institute by Ryan Dowd, and the Excel Online Adult High School program. Johnson talks about how wonderful the Excel Online High School program is and shows a short video

of a graduation and St. Louis County Library. Next, Lysha Thompson, Youth Services Consultant, gives an overview of several recent library visits that she did to public and school libraries to hand out resources, grant visits and attend an author visit. Thompson is also scheduling other Summer Library Program visits and working on a new program to go along with the Teaching Book and Book Connections called Missouri Collection Analysis Initiative. Janet Caruthers, Technology Sharing and Resource Consultant, talks about the PLOUD program which provides websites for small websites and currently have 33 libraries that are members and 27 live library websites. Matt Butler, Digitization Consultant, states that he is reviewing final reports for digital imaging grants and mentioned two grants that were awarded to Missouri Historical Society and Park University.

SFY2024 LSTA Plan; Terry Blauvelt

Blauvelt gave a descriptive overview of the SFY2024 LSTA Plan which goes over the way the State Library plans to spend the federal LSTA funds given by IMLS such as grants and statewide projects and explains whether or not the balance is increasing or decreasing from the previous budget as well as any new programs or programs that are not continuing into the new fiscal year. The SFY2024 LSTA allotment is \$3,359,326.00. Westphal asked for an endorsement of the FY2024 LSTA Plan. Wall made a motion to endorse, Jaycox seconded. None opposed, FY2024 LSTA Plan endorsed by all.

State Library Report; Robin Westphal

Westphal starts off stating that she was part of a panel in New Orleans, LA at the LibLearnX Conference in January where she presented with the Director from Denver Public Library and Kristen Sorth with St. Louis County Library on the Gale Excel Adult Online High School program. Westphal gives an overview of a separate IMLS grant that the Missouri State Library was awarded called Advancing Creative Aging through State Library Leadership Initiative that Merideth Johnson, Adult Services Consultant, and her will be completing over the next three years. Westphal also states that there is a group of public library directors working with MPLD to come up with suggestions, suggested language and provide guidance for completing policies for the new rule. Lastly, Westphal mentions that the State Library is working with MOREnet on a product called Northstar which is a digital literacy platform that will help patrons and staff become more comfortable with technology.

Adjournment

Westphal called for a motion to adjourn. Parker made a motion to adjourn, Grime seconded. Approved unanimously. Meeting adjourned at 12:00 PM.

Next Meeting: July 28, 2023