

LIBRARY BOARD OF RHODE ISLAND
Monday, September 20, 2010
Minutes

The regular meeting of the Library Board of Rhode Island was held on September 20, 2010 at 4:15 p.m. at the Department of Administration, Conference Room C, Second Floor, One Capitol Hill, Providence, RI 02908

Members Present: Chair, Mark McKenney, Kristin Chin, Kenneth Findlay, Ed Garcia, Phyllis Humphrey, Shirley Long, Alison Peirce, Joan Ress Reeves, Joan Retsinas, Vice-Chair, Rose Ellen Reynolds, Mary Ann Slocomb, Ruth Sullivan, and Tom Viall

Members Absent: Regina Connor, Deborah Gist, Bart Hollingsworth, Carol Terry,

Present from the Office of Library and Information Services (OLIS):

Howard Boksenbaum, Debbie Cullerton, Donna DiMichele, Lauren Gage, Cathy McMahon, Karen Mellor and Cheryl Space

Observers: None

Reporting: Debbie Cullerton

Materials Distributed:

- Agenda
- Minutes of June 14, 2010
- FY 2011 Budget Update
- Proposed OLIS Waiver Procedure for Municipal Maintenance of Effort
- Glossary of Library Terms

Chair Mark McKenney convened the meeting at 4:25 p.m.

I. WELCOME AND INTRODUCTIONS

Howard Boksenbaum and Karen Mellor introduced the newest member of the OLIS staff, Lauren Gage. She joined us on August 16th and will be working in the area of direct services to libraries, including the annual report, data and statistics, continuing education, and web development. Find out more about Lauren at <http://www.olis.ri.gov/news/2010/0830lps.php>

II. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the June 14, 2010 meeting were unanimously approved with minor formatting changes.

Motion Moved By: Rose Ellen Reynolds
Seconded By: Mary Ann Slocomb

III. CHAIRPERSON'S REPORT – MARK MCKENNEY

The Chair reported on the successful trip to Washington, D.C for National Library Advocacy Day. RI is fortunate that we have a very strong delegation representing us in Washington. Senator John F. Reed, Senator Sheldon Whitehouse, and Representative James Langevin met with the RI delegation and as always listened to the concerns for Rhode Island libraries.

It is important that the Library Board of Rhode Island ensure that the new law makers understand about the plight of libraries and know the importance of supporting them.

IV. CHIEF LIBRARY OFFICER'S REPORT - HOWARD BOKSENBAUM

NTIA Grants

Mr. Boksenbaum addressed the Board regarding three NTIA Grants received by:

- OSL - Ocean State Libraries' – in a month or so there will be routers in every public library location that is capable of taking advantage of the new bandwidth
- OSHEAN – Statewide Telecommunication Network
Which provides high speed bandwidth – received a grant for 32 million to complete providing high speed bandwidth to the corners of the state that don't have any
- RIEDC - Rhode Island Economic Development Corporation – an announcement is expected before the end of the month that there will be \$300,000 for Digital Literacy Projects in libraries in RIEDC's second broadband mapping grant, which will total over \$3 million.

Directors' Meeting

The Chief Library Officer invited everyone to attend the Directors' meeting which will be held on October 7th, 9:30 am at the Woonsocket Harris Public Library. This is a quarterly meeting for LORI library directors'. At this meeting the 3 recipients of the NTIA grants will be talking about what is actually going to happen, and what it means for our libraries.

OSL Celebration

On October 25th, Ocean State Libraries will hold a giant gala at the Cranston Public Library, celebrating all three of these grants. More information will be determined and announced at a later date.

COLA

COLA will hold a candidates' event on October 23rd at the East Providence Weaver Library. To date, all of the gubernatorial candidates have been invited.

COSLINE Training – Karen Mellor

On October 20th thru the 22nd OLIS will be hosting a COSLINE Training Session on Goat Island. About 30 state library professionals from the Northeast are coming in for a three day gala of sharing among state library agencies. The topic for this year is 21st century skills.

There will be presentations by headliners from the Institute of Museum of Library Services, who published the 21st Century Skills, movers and shakers, the director of the 911 Museum in New York, and others who are already putting the 21st Century skills into action. Discussion will be held on how mobile technology is changing and changing what can we do in our libraries.

National Library Services

OLIS will also host the National Library Services Conference in Newport, RI in May 2012. Regional Librarians from the 50 states and US territories will attend the Conference for 5 days and enjoy RI hospitality.

Striving Readers Comprehensive Literacy Program

The Striving Readers Comprehensive Literacy Program is authorized as part of the FY 2010 Consolidated Appropriations Act that will be providing \$250 million of the ESEA to states for

a comprehensive literacy development and education program to advance literacy skills for students from birth through grade 12.

This program will operate much as LSTA does. There will be a base rate of \$150,000 for each state and then there will be money in addition to that which is going to be to further state literacy. There will also be discretionary grants. Striving Readers will be administered by each state's K-12 agency; in RI, RIDE.

It is important that there be library representation on the committee that crafts Rhode Island's state plan. OLIS has been working with RIEMA to make sure that there is a representative from the school library community and that Cheryl Space (OLIS Library Program Specialist: Youth Services) be part of that committee.

Annual Reports

The annual reports from public libraries including Applications for Grant-in-Aid, and Certifications of Appropriation and Expenditure were due on September 15th. All but 5 have arrived in our office. Of those 5, two had been granted extensions. At the next meeting we will report on the Waivers of Standards and of the Maintenance of Effort requirement.

Budget

A FY 2011 Budget Update handout was distributed to the Board.

Highlights of what is going on in our budget.

- There is an additional \$140,000 in LSTA money thanks to Senator Jack Reed
- Belt tightening and increased LSTA funding made us able to hire a new Library Program Specialist, and provide LORI grants.
- Our FTE cap remains at 13
- Resources Sharing and State Library Aid are level funded
- Construction funded at requested \$2,492,974

Howard Boksenbaum answered questions from the Board.

If OLIS fails to receive a federal Maintenance of Effort Waiver our LSTA allotment will be decreased by \$31,000.

Going forward with the state budget, OLIS has been asked (along with all other state agencies) to prepare 2 budget levels from the current year, FY2011 and for FY 2012. In addition to an "unconstrained budget; i.e., no change, there will be:

- FY 2011 with a \$13,880 OLIS reduction
- FY 2012 with a \$139,604 reduction

Grants; i.e., Resource Sharing and State Aid to Libraries as well as Public Library Construction Reimbursement will be held harmless for the reductions; level funded in FY2011 and 2012.

LORI Grants – Donna DiMichele

The RI Office of Library and Information Services is pleased to announce that it is accepting applications for Library of Rhode Island (LORI) Grants. OLIS offers LORI Grants with funds from the federal Institute of Museum and Library Services, under the [Grants to States Program](#) supported by the Library Services and Technology Act (LSTA).

This is the first time in 5 years that OLIS is able to offer competitive grants. What is different than the past, is that literacy grants are no longer separate grants and are now included in LORI grants. Any LORI library is eligible to apply. Ms. DiMichele encouraged everyone spread the word to your libraires and apply. About \$150,000 will be distributed.

Guidelines for these grants can be viewed at
<http://www.olis.ri.gov/grants/lsta/lori/announcement.php>

Mr. Boksenbaum asked the Library Board members for volunteers to be part of an Ad Hoc Committee to help evaluate the proposals as they come in and to recommend awards.. Donna DiMichele will be convening the committee. Volunteering for the Committee are:

Rose Ellen Reynolds, Joan Ress Reeves, Tom Viall, Shirley Long, Ruth Sullivan

Transition

Howard Boksenbaum reported that transition to the next governor has begun. OLIS has been working on telling our story. The first documents will be submitted to the Department of Administration Directors' office tomorrow.

V. COMMITTEE REPORTS

Public Relations

Ed Garcia reported that the Public Relations Committee has completed updating and editing the Rhode Island Library Glossary of Acronyms and Terms. Handouts were distributed. The next meeting will be scheduled in a couple of weeks.

Legislation

Rose Ellen Reynolds reported that there has been no activity.

Ad hoc CCCC

Joan Ress Reeves reported that the CCCC has completed the long document with only some minor formatting remaining to be done. The short document needs to be reworked, because it isn't "jazzy" enough. This document is intended for the public and legislators. Ms. Reeves has asked the committee about meeting again to discuss options.

Ad hoc MOE

The Ad Hoc Maintenance of Effort Waiver Response Committee had presented a draft policy and procedure at the June 14th meeting, following which the Chair had asked the Board to review the draft document over the summer and be prepared to vote on it at the September meeting. The draft was distributed and an overview of the document was given by Mr. Boksenbaum. Following a brief discussion, the vote was taken.

Rose Ellen Reynolds moved and Ed Garcia seconded and the Board unanimously approved a motion that the Library Board of Rhode Island approve the Policy and Procedure regarding requests for waiver of MOE.

[The draft is attached.](#)

VI. UNFINISHED BUSINESS

None

VII. NEW BUSINESS

The Chair suggested that now that the legislation has been changed it might be a good time to revisit the bylaws with an eye toward cleaning everything up. The bylaws were last visited about 5 years ago by Rose Ellen Reynolds and Joan Ress Reeves. Mark McKenney will meet with Ms. Reynolds and Ms. Reeves for that purpose..

The Chair then suggested that as in previous years, we might want to ask the major candidates for governor their views about library issues. He will draw up a letter on behalf of the Board and send out to candidates. He will indicate that the Board will be sharing their responses with the library community via our website.

The Chair of the Library Board requested that a roster of Board committees and committee members be made available to Library Board members before the next meeting.

Mary Ann Slocumb announced that ARIHSAL is holding its regional chapter conference October 24 – 26 in Newport at the Marriot. If anyone is interested it is referred to as NASAL. <http://www.nahsl.org/>

IX. PUBLIC COMMENT

None

X. FUTURE MEETINGS

Next meeting of the Board will be held on October 18, 2010. The Board directed OLIS to look into holding that meeting at the East Providence Weaver Library and including a presentation on the new approach to library services that they are implementing in their library.

XI. ADJOURN

The meeting was adjourned at 5:45 p.m.

OLIS Waiver Procedure for Municipal Maintenance of Effort

Statutory Background

Rhode Island General Law 29-6-3(a)(1) requires a municipality to “. . .appropriate from local tax revenues an amount not less than the amount appropriated the previous year from local tax revenues and expended for library operating expenses. . .” in order for its public library or libraries to qualify for state aid. That appropriation must exclude any state funds received for public library services. Furthermore, state funds may not supplant funding from local tax revenues. This is the maintenance of effort requirement (MOE).

Procedure

The Chief Library Officer will annually determine each municipality's compliance with the MOE by comparing appropriation and expenditure amounts as reported by the library or libraries of that municipality in their annual report to the Office of Library and Information Services. In the event that a municipality is shown in that report to have failed to meet the MOE, the Chief Library Officer will notify the municipality and its libraries that it is not eligible for a state grant in aid.

A municipality so notified that it is unable to comply with the MOE may request a waiver from that requirement by submitting a letter to the Chief Library Officer. The Chief Library Officer will consider the circumstances of the municipality, the request and any documentation that accompanies it and determine on the basis of the supporting documentation whether to grant the waiver. The Chief Library Officer will respond in writing within six weeks of receipt of a waiver request.

The waiver request

A request for a waiver from MOE must include a statement of

- A. The amount of the appropriation that would be required for MOE and evidence that the municipality, through its regular budget process, has appropriated an amount inadequate to meet the requirement.
- B. The impact the reduction will have on library services to the people of the municipality, including an enumeration of those services that will be curtailed.

In addition, the municipality must provide evidence that:

1. There exist extenuating circumstances that prevent fully funding the MOE;
2. The decrease in funding of library services is comparable to decreases to funding of other municipal services;
3. There has been a serious consideration of what percentage of the municipal budget is represented by library services and how reducing that will help balance the overall budget;

4. Reductions to the funding of library services will not impair the municipality's ability to meet Minimum Standard for Rhode Island Public Libraries or to make a case for waivers from those standards it cannot meet, including plans to return to compliance;
5. The municipality is committed to restoring library services enumerated in statement B above curtailed by the reduction of funding.

Appeal Procedure

If the request for the waiver is denied, the municipality may appeal the decision by filing a written notice of appeal within ten days of the decision. A letter of appeal must be sent to the Chair, Library Board of Rhode Island with a copy to the Chief Library Officer. The appeal will be heard by the Library Board of Rhode Island at its regular meeting or within six weeks, whichever comes first. Written response to the appeal will be sent to the municipality and its libraries within ten days of the appeal hearing.

Approved by the Library Board of RI September 20, 2010