

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on  
September 18, 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, Louise Herrington-Bright, Rosita Hopper, Joan Ress Reeves, Rose Ellen Reynolds, Robert Sloan, Thomas Viall

**Members Absent:** Cristina Amedeo, Edward Garcia, Phyllis Humphrey, Alison Davis-Maxell, Monica Nazareth-Dzialo, Doug Norris, Phyllis Lynch

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

**Guests:** None

**Materials Distributed:**

- Proposed LBRI Schedule for 2017-2018 Legislative Session

### I. WELCOME

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

### II. APPROVAL OF THE MINUTES from the June 12, 2017 meeting

**Moved by:** Ms. Reynolds

**Seconded by:** Dr. Hopper

The meeting minutes were approved with non-substantive changes.

### III. REPORT OF THE CHAIR

#### A. Coalition of Library Advocates (COLA)

The Coalition of Library Advocates held their first meeting of the 2017-2018 session, and approved a revision of the COLA strategic plan for the next three years. The Rhode Island Library Association (RILA) is also working on their strategic plan, and has hired a consulting group to perform interviews and studies. Mr. Viall interviewed with RILA's consultants last week to discuss RILA's processes.

### IV. CHIEF OF LIBRARY SERVICES REPORT

#### A. Ongoing

##### i. Office of Digital Excellence (ODE), Bijay Kumar

Mr. Kumar, Chief Digital Officer and Chief Information Officer, has been appointed by Governor Raimondo to head the Office of Digital Excellence for the State of Rhode

Island. Mr. Kumar has worked primarily in the private sector of organizations, most recently as Vice-President of Information Technology at Hasbro, Inc. OLIS is part of the Office of Digital Excellence, and reports to the Chief Digital Officer.

ii. OLIS Staffing

Ms. Mellor introduced Jason Bloom, OLIS' new Program Manager, to the LBRI. Mr. Bloom began work at OLIS on September 5. He worked most recently as a public library director in Massachusetts, and has extensive experience working in public libraries, and with technology in libraries. At OLIS, he will manage projects including data collection, state aid, and library construction.

OLIS is now fully staffed with 13 full time equivalents (FTEs). In conjunction with the launch of the new strategic plan, OLIS management will review staff assignments and reporting structures to better align OLIS staffing with plan objectives.

iii. OLIS Strategic Plan, Roundtables

OLIS received notification from the Institute of Museum and Library Services (IMLS) in August that OLIS' Strategic Plan was approved. IMLS further noted that OLIS had crafted a plan that fully responds to IMLS guidelines and legislation, and that would serve as a strong example for other state agencies. Ms. Mellor extended her gratitude to the LBRI for their assistance and input in developing the plan. The plan's effective date is October 1, 2017.

OLIS staff have already begun to launch several initiatives of the plan, specifically roundtables. The Digital Innovation Roundtable for librarians involved in technology and online applications has been initiated by Ms. Baffoni, OLIS' Adult Services Coordinator. Ms. DiMichele is spearheading the new Urban Libraries Roundtable which will identify issues facing urban libraries. She has also convened a new Special Collections Roundtable to create a community of practice for librarians who work with special collections or archives. The group will have its first meeting in December.

iv. Talking Book Plus

To be more descriptive of the services offered by the program, the name of the Regional Library for the Blind and Physically Handicapped will be changed from Talking Books Plus to Talking Books Library (TBL) on October 1. The change will eliminate the ambiguities of the word 'Plus', and clearly define the service as a library.

Dr. Hopper inquired about the difference between the materials offered through Talking Books and the audiobooks available through public libraries. Ms. Mellor explained that TBL materials are produced by the National Library Service (NLS) at a higher standard of recording than commercial audiobooks. Talking Books also include additional features such as audio bookmarks that make it easier for readers who are visually impaired to navigate through a book. Finally, special copyright provisions for Talking Books allow for simultaneous use of the books. Those who use the Talking Books download service do not have to wait for copies of popular books to become

available, in contrast to the sometimes long waiting lists for popular books on Ocean State Libraries' Overdrive service.

#### B. Public Library Annual Survey

The Public Library Annual Survey, which includes applications for state grant-in-aid, opened on July 17 and closed on September 15. All public libraries, except for two, have submitted their surveys, and OLIS is currently reviewing and processing applications for state grant-in aid.

With the assistance of Ocean State Libraries (OSL) staff, OLIS' State Data Coordinator, Lauren Plews, pre-loaded library circulation and collection data into the survey to allow librarians more time to focus on local and unique data. The feedback from libraries about changes made to the survey this year was universally positive. Ms. Feldman voiced her agreement that the changes in the survey reduced survey completion time by about 25% compared to previous years.

#### C. Continuing Education (CE)

In mid-August, OLIS' Fall Continuing Education calendar was finalized and announced. Thirty-four programs will run between September and January on a range of topics, and are open to all library staff and trustees. Mr. Findlay discussed the program 'Supporting Children and Families Affected by Incarceration and the RI Prisoner Re-entry Initiative' in which he will be a speaker. The program is scheduled for November 16 at the Department of Corrections Campus' Dorothy Dix Building.

#### D. Professional Development Scholarships

##### i. Research Institute for Public Libraries (RIPL)

OLIS awarded four scholarships to Rhode Island library staff to attend the Research Institute for Public Libraries (RIPL) Conference in Maine this August. RIPL was hosted by the Maine State Library, and launched in 2015 by the Colorado State Library. The Institute focused on methods for gathering, analyzing, and utilizing various forms of data. The scholarship winners will participate in a panel to share their conference experience on October 18 at the Barrington Public Library.

##### ii. Futures Conference

OLIS awarded seven scholarships to RI library staff for the Futures Conference to be held in Atlantic City in September. The conference is coordinated by the New Jersey State Library, and co-sponsored by OLIS and state library agencies in Connecticut, Delaware, Maine, Maryland, New Hampshire, New Jersey, Pennsylvania, Vermont, and West Virginia. Four OLIS staff members will attend. The scholarship winners will participate in a panel to share what they learned at the conference on October 25 at the Narragansett Public Library.

E. Barrington Public Library Construction

Barrington Public Library has completed their renovation project and will hold a grand opening on September 24. OLIS will reimburse approximately 50% of the eligible construction costs for this project.

F. OLIS Agency Regulations, Secretary of State Online Searchable Regulations Database

The RI Secretary of State's office is developing a new online system for state rules and regulations, which will result in standardized formats and ease of access through online search. This project is part of the Administration's initiative to make Rhode Island more business friendly. State rules and regulations are currently available online in PDF format.

To comply with the initiative, OLIS reformatted and refiled the Minimum Standards and Regulations for RI Public Libraries, and the Library of RI Standards and Regulations. The Public Library Construction Reimbursement Regulations are currently under development and will be filed in the new format following approval by the LBRI, and in accordance with the standard process for filing new regulations.

Regulations for institutional libraries need to be developed as current regulations are approximately 30 years old and out-of-date. Once the Institutional Library Regulations are developed and approved by the LBRI, they will be filed with the Secretary of State in accordance with the standard process for filing new regulations.

G. Disaster Preparedness

Ms. DiMichele reported that she has issued advisories to libraries about securing areas prone to leaks, and ensuring drainage areas are cleared and functional throughout the hurricane season.

H. State Budget

The RI FY18 State Budget is projected to have a deficit, and state agencies have been requested to review their budgets for cost-cutting measures. OLIS reviewed its budget this summer, and projected that some savings can be found in delivery service expenditures because of the hub system instituted for school libraries. Mr. Viall commended Ms. Mellor on the budget status communications she sent to the LBRI this summer, while the state budget was still unapproved by the RI Senate.

I. Institute of Museum and Library Services (IMLS) Budget

The bill to fund the IMLS and the Library Services and Technology Act (LSTA) came out of the Senate Appropriations Committee with an additional \$4,000,000 for the Grants to States program. The bill must now be passed by the full Senate and the House.

**V. COMMITTEE REPORTS**

A. Federal & State Legislative Updates

No updates.

## **VI. BOARD MEMBER REPORTS**

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

Mr. Findlay reported on the Books Beyond program for inmates to record books for their children. Mr. Findlay met with the Rochambeau Library staff to pilot a program that provides a 'golden ticket' invitation, in the Books Beyond packages for children, to encourage them to visit the libraries of Providence. The invitation program includes Providence Public Library and all branches of the Providence Community Library. A grant proposal has been written by Mr. Findlay to fund the program statewide including purchasing books that help children deal with an incarcerated parent, training library staff in this area, and providing focus groups for families of incarcerated persons.

### **B. Ms. Feldman**

On September 14, librarians from the Small Libraries group went to the Island Free Library on Block Island for its meeting. At the library, they viewed a patron-created exhibit titled "Seeking Shelter from the Storm." The exhibit focuses on the life of activists Daniel Berrigan and William Stringfellow during the 1960s on Block Island. The exhibit is available through October 11, and will be at Brown University later in Fall 2017, and at Salve Regina University in Spring 2018.

Ms. Feldman also reported that Ms. Kristen Chin, the former LBRI representative for small libraries, has recently accepted the position as director of Barrington Public Library. Barrington's current director, Debbie Barchi, will be retiring in November.

### **C. Dr. Hopper**

Dr. Hopper reported that the committee for libraries of academic institutions supports the open textbook project initiated by Governor Raimondo. Through this initiative, Johnson & Wales University has saved students the most money of Rhode Island academic institutions. Dr. Hopper inquired if the chair of the committee for the open textbook initiative could be invited to address the LBRI. Mr. Viall advised that the topic will be discussed as new business at the October 2017 LBRI meeting.

## **VII. UNFINISHED BUSINESS**

No unfinished business was discussed.

## **VIII. NEW BUSINESS**

### **A. East Greenwich High School Library**

Ms. Reynolds reported that the East Greenwich High School library is no longer staffed by a librarian and has been closed. She recommended the LBRI address the situation with a letter to the town of East Greenwich opposing the closure. Mr. Sloan suggested that the situation involving the East Greenwich High School library may be resolved by the next LBRI meeting. Mr. Viall recommended that a letter addressing the situation be sent to the town of East Greenwich.

## **IX. PUBLIC COMMENT**

Ms. Mellor reported that Cornucopia will hold their annual meeting on November 2 at 5:30 p.m. in the State Room at the State House. The meeting will address immigration; information about the meeting will be posted on the OLIS website.

## **X. FUTURE MEETINGS**

The next LBRI meeting is scheduled for October 16, 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.

Mr. Viall reviewed the proposed LBRI meeting schedule for the 2017-2018 session. The schedule was approved without changes.

## **XI. ADJOURNMENT**

**Moved by:** Dr. Hopper

**Seconded by:** Mr. Findlay

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