

TdS Directors' Meeting

9:30 am | March 9, 2017 | Madison East Conference Room-Mankato

Library Directors Present:

Tami Beto, Wells
Mark Blando, Watonwan County
Pam Engelking, Elmore
Tim Hayes, Blue Earth County
Katie Heintz, Taylor/North Mankato
Andy Kelton, Dyckman/Sleepy Eye
Linda Kramer, Martin Luther College
Barb Kranz, Gaylord
Sharon Lang, Comfrey
Stacy Lienemann, Waseca-LeSueur
Darlene Nelson, Hanska
Linda Roiger, Springfield
Heidi Schutt, Muir/Winnebago
Jenny Trushenski, Martin County
Kris Wiley, New Ulm

TdS Staff Present:

Ann Hokanson, Executive Director
Seth Erickson, Automation
John Miller, Technology
Casie Reiner, Cataloging
Jessica Roschen, Legacy

Library Directors Absent:

Kathy Engel, Henderson
Eva Gaydon, Blue Earth Community
Kimberly Holmquist, Gibbon
Kathy Homme, Arlington
Mandy Sommer, Winthrop
Doug Wolfe, St. Peter

A. Directors' Meeting

1. Meeting called to order by Trushenski at 9:31 a.m.
2. Introductions were made.
3. January Minutes Approval – Motion Hayes, second Roiger to approve with corrections (clarify that Hokanson will meet monthly with TdS staff and correct G.2. “with the server.” Motion carried.
4. March Agenda Approval – Motion Lienemann, second Hayes to approve. Motion carried.

Next Meeting: May 11 at 9:30 a.m. at the Madison East Meeting Room

B. General

1. Patron Privacy Guidelines: Lienemann wants to revisit the decision to turn on patron reading history record. Concern is that there are communities with larger populations of immigrants who may not understand that the government can access reading history records as well as possible language barriers. It is an opt-in service, and there is a disclaimer; the terms of service are in English. Discussion ensued. Issue tabled until May meeting. Erickson will email a report of the number of patrons who have opted in and investigate options and costs for providing terms of service in a variety of languages. Hokanson will investigate ALA's recommendations on the issue.
2. Executive Director Report – Hokanson reported that her written report to the TdS Board will be distributed to directors. Funding is the biggest area on which she has been spending time. Regarding state funding, RLBSS and Legacy, we won't know the outcome of state funding until summer, potentially later. Hokanson stated she has no reason to not be optimistic. Regarding technology funding for Internet, we spend more than we bring in, and she is investigating options for how to go forward. Erickson and Miller have been terrific help. There have been meetings with experts,

who have verified a lot of things the TdS staff knows. The TdS Board will be deciding if we're going out for bids or continuing with Socrates for one more year. Finally, the Board authorized switching accounting systems from QuickBooks to Banyon, which is a fund accounting system that will allow TdS to see what's encumbered in a way that the current system does not. Miller stated that it allows for off-site backup.

Hayes asked about the status of the construction grants at the Legislature. Hokanson reported that it has already moved into the bonding bill and wasn't an issue addressed at Library Legislative Day. It remains at \$2 million.

3. TdS LSTA Grant: OverDrive ReLaunch – Trushenski reported that a small group met to discuss options for a region-wide LSTA grant. The idea that came out of the meeting was to relaunch OverDrive. We're not adding a lot to the collection, and we're not seeing a great increase in use. Those at the meeting thought part of the issue is that we're treating the online collection like our physical collections. The idea would be to relaunch it as a popular book collection and not collecting much in the way of children's and nonfiction. There is anecdotal evidence that patrons must wait a long time for popular titles. Hokanson created a basic proposal for this concept. The long-term goal would be to increase patron satisfaction and increase use of OverDrive, and this would help us to perhaps better fund OverDrive in the future. The LSTA grant would be a one-year deal. Actual dollars that would be requested hasn't been discussed. There needs to be a discussion with the selectors on the OverDrive Committee about what to purchase. Discussion of varying purchasing models in OverDrive. The grant would provide us with funding to experiment whether it's worth it to invest more money in OverDrive in the future. Lienemann stated that she is concerned we couldn't maintain the service after the grant closes. Kramer stated that many kids still want to read paper books rather than digital; she also noted that TdS circulation of OverDrive increased in 2016. The LSTA guidelines aren't out yet, but an application to fund this initiative would be viable if it's meeting one of the needs stated in the guidelines, it's collaborative, it demonstrates something, and there is a plan to make it sustainable. Usually, LSTA is very specific in the outcomes it's looking to fulfill. Lienemann stated an OverDrive project goal would have to be gaining more readers. She can see the grant readers looking at this project and not being swayed because we're just looking at building our collection as opposed to another application that would be developing a new project. The downside to applying is the time involved. We can reapply yearly. All libraries can apply for an LSTA grant on their own or with other partners. If you're ambivalent, that is a downside. We want to choose the best thing, and we need to go all in. Any member library could submit on its own but would be in direct competition with a region-wide application if it's seeking to fulfill the same need. Timing is unknown because the guidelines haven't been released. When guidelines are released, there could be a month turnaround. OverDrive project goals would be patron retention, building support in the community, and reaching digital users. Motion Schutt, second Hayes to have another LSTA idea meeting and to direct the OverDrive Committee to discuss how to make better use of funds. Blando stated that libraries have to promote

digital services to improve usage. Lienemann stated Minitex is developing the SimplyE platform to integrate digital systems. New York has launched SimplyE, and Minitex has a two-year grant to work on it. Discussion of adding Ebooks Minnesota to Sierra; no action at this time. Motion carried.

C. ACHF

1. ACHF Report – Roschen reported that the schedule for Everett Smithson is done, and posters will be created and sent to libraries. Minnesota Book Arts schedule has been confirmed, and she has started posting events online. The Lower Sioux Agency schedule is done, and she is waiting for confirmation. The storywalk pieces for “It’s a Tiger” are coming together. Author David LaRochelle is coming to four libraries. All libraries that did not have “It’s a Tiger” should have received a copy. Next Legacy meeting is April 6. Applications are due March 28. There will be a new form that includes a statement affirming that Legacy funds are not supplanting regular sources of funding.

D. Automation

1. Department Update – Erickson reported that the Encore upgrade is finished, and there are cool new features, including faceting. Sierra upgrade is scheduled for April 12 at about 9 p.m. If you’re on Sierra, you will be knocked off.
2. Tech Tip: Schutt demonstrated the Computer Skills Center through LearningExpress Job and Career Accelerator. Patrons will need an email address to register. Links to the resources:
[ELM Portal](#)
[LearningExpress: Computer Skills Center Summary](#)
[LearningExpress: Computer Skills Center Activity](#)
[ELM Learning Center Fact Sheets](#)

E. Cataloging Update

1. Department Update – Reiner reported that the Sherlock DVD hasn’t been claimed and will go to Springfield Library.

F. Tech Support

1. Technology Steering Committee – Miller stated that he is looking for up to eight people to be on the committee. At this time, this is not a group that will discuss Sierra. The group will meet after the May directors’ meeting. Email Miller if you’re interested in serving.
2. Department Update – Miller reported that he will be setting up appointments to bring firewalls and access points to libraries. This will allow for wireless statistics to be collected for the annual report.

G. Other

1. Camp Read-A-Lot – Wiley reported that the event will be held at MSU-Mankato on Thursday, August 3. The committee is looking for help with facilitating breakout sessions and people who want to share their children’s program success stories. Also looking for people to discuss diverse books. Email Wiley if you’re interested in helping.

H. Events

1. Lienemann stated that Public Library Division Day is April 12 in Northfield. Registration should begin this week. PLD Committee is still looking for people to present during the lightning round – up to 10 minutes on a great program or initiative at your library.

I. Directors' Comments

1. Member Library Updates
 - i. Hayes shared that the Lake Crystal Library is located in City Hall, which is expanding. The library will have to move for about nine months but will gain twice as much space. It's looking to relocate to a local church during construction.

Motion Hayes, second Schutt to adjourn at 10:52 a.m. Motion carried.

Respectfully submitted,

Kris Wiley