

**Library Services and Technology Act (LSTA) Advisory Committee Meeting Minutes
Wednesday November 18, 2020
Microsoft Teams Virtual Meeting**

Attendance

Committee Members: Larry Oathout, Keith Schroeder, Rebecca Schadrie, Chris Baker, Brittany Larson, Jennifer Peterson, Mindy King, Brooke Newberry, Jennifer Bernetzke, Brian Williams-Van Klooster, Samma Johnson

Excused: Jamie Mercer

DPI Staff: Kurt Kiefer, Benjamin Miller, Shannon Schultz, Michael Dennison, Samantha Link, Bill Herman, Martha Berninger

Members of the Public: Rose Ziech, Vicki Teal Lovely, Corey Baumann

Call to Order

Meeting was called to order at 10:01 a.m. by Schultz.

Welcome and Introductions

Kiefer greeted the group and introduced Ben Miller as the new director of the recently reorganized library team within the Division for Libraries and Technology and Bruce Smith as project coordinator and said Karla Meister has recently joined the Division as contracts specialist.

Acknowledgement of Outgoing Members

Kiefer thanked Schadrie, Baker, Williams-Van Klooster, and Baker for serving on the committee.

Review Agenda

Schultz referenced the agenda for today.

Minutes of April 9, 2020 Meeting

Oathout moved to approve; Baker seconded. *Motion carried with no objections.*

National, State, and DPI Updates

Kiefer discussed the budget request submitted by DPI to the Department of Administration for inclusion in the next state biennial budget. Library system support from the Universal Service Fund has been requested to increase a total of \$6.5 million above current levels over two years. There is also funding specifically earmarked for the Recollection Wisconsin digital archive platform: \$150,000 in FY22 and \$300,000 in FY23.

Kiefer said there is a need to consider the possibility of reduced local and state funding in the near future, but there are active efforts of library and educational associations advocating for continued support for services. There is also some likelihood of an increase in federal funding for library and museum services.

Larson asked about the state budget timeline. Kiefer said the governor's executive budget is typically announced in February, and then work begins with the Joint Finance Committee and state legislature. The state is supposed to have a budget in place by June 30, 2021.

Oathout asked whether the public library system funding increases would be restricted to specific projects. Kiefer answered that they would not and said there will also be ongoing conversation about collaborative activities between systems through the Public Library System Redesign (PLSR) project. Larson asked when and where the conversations are happening. Kiefer discussed the Library Development and Legislative Committee (LD&L) of the Wisconsin Library Association and said that Division staff remain in communication with the field. Oathout asked whether DPI has its own budget conversations outside of what LD&L does. Kiefer said yes, the agency has its own communications but the Division seeks to align with library and educational associations and other stakeholders.

Meeting Purpose

Miller discussed how the Division views its philosophy of distributing funds: local and municipal funding supports local initiatives, state funding supports regional initiatives such as system aid, and federal funds support statewide or shelf-ready scalable projects.

Miller reviewed the five goal areas from Wisconsin's LSTA Five-Year Plan and said one of the committee's key roles is ensuring that projects meet these goal areas and giving feedback on the direction of LSTA projects.

Budget Overview

Dennison reviewed LSTA budget information. For LSTA 2019, the Division is in the process of getting all projects reconciled to the last penny and reported to IMLS for approval. Spending is now happening for LSTA 2020. The 2021 award would be in the next federal budget to be passed by Congress and signed by the president, and Wisconsin would expect to receive the next Grants to States award in early 2021.

2019 Project Updates (Final)

Dennison said that soon after the LSTA 2019 budget was presented to the committee for endorsement in April, the national reaction to the pandemic unfolded and Division staff made quick adjustments to LSTA 2019 projects, especially in-person events that would not be able to happen and following up with grant subrecipients about their plans to make necessary changes. Dennison highlighted some of the most significant changes in various goal areas.

Technology

Funding was provided for cybersecurity software to improve library staff's ability to recognize phishing attacks. Funding was also provided to systems to improve virtual connectivity, such as wireless internet expenses and the purchase of equipment like webcams.

Herman said that the M-Labs speed testing project previously considered and now being implemented does not have a cost, and Kiefer said that the only possible associated cost could be an accompanying public relations campaign.

Resource Sharing

Many PLSR-related projects were delayed to 2020 or 2021. Any in-person gathering has shifted to virtual or will be rescheduled sometime in the future.

Leadership Capacity

This category also had in-person events moved back, but the Division was able to focus on virtual offerings such as webinars as well as break up funding for the school librarian leadership course in installments over two years.

Inclusive Services

Larson expressed praise for state resources like Beanstack and the Ryan Dowd training related to homelessness. King and Baker also expressed approval for the Librarian's Guide to Homelessness trainings. Dennison said he had viewed data showing the number of adults participating in summer library programs greatly increased in 2020. Miller and Dennison discussed how the contract with Beanstack was negotiated for a three year-period for cost savings and was paid upfront from 2019 LSTA funds.

Schroeder asked whether Beanstack could possibly be linked directly through a platform used by school districts. Kiefer said that the application could be recommended for this addition and that Division staff would follow up after the meeting.

2020 Project Updates

Dennison highlighted several LSTA 2020 projects.

Resource Sharing

Several delayed PLSR-related projects will be completed in this fiscal year. Funding for Recollection Wisconsin to make up for reduced state funds is also in this category.

Leadership Capacity

This category also has some PLSR-related projects. The Division was able to provide scholarships to 291 library staff to attend the Association for Rural & Small Libraries (ASRL) virtual conference.

Community Engagement

This category includes the ongoing Wisconsin Libraries Transforming Communities project as well as statewide Compassion Resilience Training.

Larson asked whether the PLSR Implementation Summit had happened. Smith answered that no summit event happened this year. Division staff have been meeting weekly with system directors since March for frequent feedback on collaborative efforts. Miller recommended attending COLAND meetings for regular summaries of PLSR activity, and an ongoing resource for PLSR information is the webpage: <https://dpi.wi.gov/coland/plsr-update>.

Future Planning and Retrospective

Miller said the current LSTA Five-Year Plan covers 2018-2022. Division staff are starting to develop the next five-year planning process. An external consultant is required for the retrospective piece, and the last time this occurred an outside consultant was utilized for the planning process as well. The hope is to have the retrospective report ready by the October 2021 meeting of this group to gather feedback for use in planning. A draft plan would then be circulated in April 2022 for input on any revisions before submitting the plan in June 2022. Miller said Division staff would like to work with the consultant on conducting listening sessions to get more input from the library community on the next Five-Year Plan.

Larson asked if the consultant would go to bid. Miller answered yes, invitations to bid would be issued aligning with agency procurement processes.

Public Comment

Vicki Teal Lovely asked for consideration of funding for RFID tagging projects using LSTA 2021 funds if any might be available. South Central Library System has over half of member libraries using RFID tags, and the system used some CARES Act and sparsity grant funds to support smaller libraries to implement RFID tagging, with the cost per library around \$2,000. Benefits of RFID tagging are reducing staff time for handling materials as well as reducing touches by using automatic sorters. There is significant funding budgeted in LSTA 2020 for libraries to join a system

shared ILS if they have not, and this would be another way to support startup costs for an important project that small libraries could not otherwise afford.

Corey Baumann expressed thanks for ongoing LSTA funding support for SCLS to provide statewide delivery, on behalf of 30 delivery staff running about 300,000 miles statewide to connect systems with materials, amid challenges with the staging of service levels to catch up from libraries' suspension of delivery to resume to nearly normal.

Rose Ziech asked for consideration of funding for libraries to migrate their websites to a CMS platform. A looming deadline is that the version of Drupal used by many library websites has an end-of-life date of November 2022.

LSTA 2020 Budget Endorsement

Larson asked if it was too early to tell if there are leftover funds in LSTA 2020 that could be used for projects such as those brought up in public comments. Dennison answered that everything is budgeted for 2020, and an updated report will be provided to the group in April 2021.

Larson said that the projects presented by commenters seem valuable for equity in service. Baker said that they seem to be worthwhile endeavors that align with the five-year plan. Oathout said he thinks that automation is vital to smaller libraries and would support this if funds are available at some point.

Baker moved to endorse the 2020 budget as presented; Larson seconded. *Motion carried with no objections.*

The meeting adjourned at 11:56 a.m.