

STATE LIBRARY COUNCIL
MINUTES
July 23, 2007

Present:	<u>Council Members:</u> Steve Benetz Mercedes Clement Lannie L. Corbin James F. Donnelly Sharon Hartman Doris Lewis Carolyn McClendon Jo Ann Mixon	<u>Staff:</u> Judi Ring Loretta Flowers Jennifer Womble
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Introductions

Introductions were made and a quorum was announced.

Approval of Minutes

A motion to approve the minutes from the March 29 meeting was made, and they were approved unanimously.

Next Meeting

Due to current state budget deficiencies, the next meeting will be held via conference call in October. Further information will be provided at a later date.

Division Update

Legislative Update

SB1760 Custodian of Public Records; was signed by the Governor on May 22. This bill designates that each agency appoint an officer to permit inspection and copying of public records; it requires that the officer be identified, and requires said custodians and their officer to acknowledge requests to inspect and copy public records promptly and in good faith. The Department must post this information on its Web page.

SB1974 and HB1557 State Information Technology. This legislation creates the Agency for Enterprise Information Technology within the Executive Office of the Governor and provides for the Governor and Cabinet to be the head of agency. This agency will have the responsibility to define architectural standards for information technology and develop a strategic enterprise information technology plan for state agencies.

SB2038 and HB747 Real Property Electronic Recording. This legislation creates the "Uniform Real Property Electronic Recording Act." It provides for validity of electronic documents in reference to real property; provides for recording of electronic documents by county recorders; and provides for electronic filing of certain required returns. The Department, as the State's records custodian, will

develop Rules for real property electronic recording based on the Electronic Recording Advisory Committee's recommendations and findings.

SB1152 and HB7177 Florida Government Accountability Act. This renames the "Legislative Sunset Advisory Committee" as the "Legislative Sunset Commission." It provides that each house may have one or more said committees to advise it in reference to state agency sunset reviews and provides that the commission may direct the Office of Program Policy Analysis and Government Accountability to conduct reviews of state agencies and their advisory committees. The Department of State's Sunset Review must be completed for review by the Committee by July 2008.

HB7183 Rules & Rulemaking; was vetoed by the Governor on June 26. This bill cites the "Open Government Act"; redefines the term "invalid exercise of delegated legislative authority"; revises guidelines for construction of statutory language granting rulemaking authority; provides additional procedures for rule adoption hearings; and revises the specified period limit for unencumbered balance in Records Management Trust Fund at the beginning of each fiscal year for fees collected pursuant to chapter 120. This bill would have put a lot of pressure on the Division's staff. This bill also did not appropriate funds to handle additional enhancements to the Division's FLRules system to accommodate the proposed changes.

For 2008, The Department has made the decision to sponsor HB21 Public Library Grants/State Aid. This bill, which is consistent with last year's proposed legislation, revises eligibility criteria for multicounty library grants; revises the determination for and the amount of base grants; and revises eligibility criteria, calculation, and determination for equalization grants. It also limits equalization grants and amounts under specified conditions, and removes a requirement for the issuance of warrants to political subdivisions eligible for certain funding.

SFY07-08 Budget

Recurring General Revenue for this fiscal year will not be sufficient to support appropriations. As a result, the Department's quarterly budget releases will be reduced from the usual 25% to 24%, for a total cut of 4% current year budget reduction.

In addition, all State Agencies are required to submit budget reduction recommendations totaling at least 10% of their recurring General Revenue, and at least 10% of their recurring state trust funds for reduction consideration. Thus, approximately 6 million in recurring funds must be recommended for possible reduction by the Secretary of State. The total recurring General Revenue for the Department is 64 million; 32 million of this is State Aid to public libraries. The Division's Records Management Trust Fund will face an \$800,000 reduction.

Reductions must be program/issue specific and cannot simply be across-the-board percentage reductions to achieve the 10% reduction. The Division's programs and services are statutorily mandated and a maintenance of effort must be maintained to receive Federal funding; this makes recommendations extremely hard for the Division to achieve.

Library Revenue Issues

As libraries throughout the state begin to develop ways to respond to anticipated budget cuts due to the proposed property tax reform, some are considering imposing fees for library services that have previously been provided to the public free of charge.

If public libraries begin charging for basic library services and programs, they will be at risk of losing state and federal funding. The Division sent out a memo to Florida's public libraries in July cautioning libraries about state and federal guidelines and the definition of free library services.

Members briefly discussed how the proposed property tax reform cuts are impacting their local governments.

Old Business

Long Range Program Plan

The Division's strategic plan for the period of July 1, 2007 through June 30, 2012, encompassing all the services provided by the Agency is near completion. This plan will guide where the Division will go in the future.

E-Government

The Division has been involved in improving E-government and emergency management services in public libraries in Florida for some time. Through a grant from the Institute of Museum and Library Services, the Division is partnering with Florida State University to study "Enhancing E-government Services through Public Libraries."

This project will enable the Division to work more closely with public libraries and will also provide a number of benefits to both libraries and others to improve E-government services.

The Division's responsibilities include:

- Assisting the study team to identify appropriate local and state government officials and public librarians to participate in focus groups that for FSU to contact regarding the provision of E-government services;
- Working with the study team to identify various E-government services that are provided in Florida and other state library agencies;
- Reviewing projects and assisting in the field testing of a Web site;
- Co-sponsoring with FSU's Information Institute a series of workshops and seminars to disseminate project findings and introduce the developed Web site; and
- Participating on the advisory committee

The Division has also been in contact with Kathy Kenyon from the Florida Department of Children and Families to develop statewide training to assist libraries deal with technical e-government issues. A special Hotline for librarians is also being developed for librarians to receive assistance to help answer patron questions.

Also, during October's Directors' Meeting a representative from the US Office of Citizenship will speak to the library directors about e- government assistance programs at the national level. The representative will also discuss a tool-kit recently developed by the US Office of Citizenship for assisting public libraries on issues relating to immigration and naturalization.

R.A. Gray Building HVAC Update

The Department of Management Services has started planning for a new HVAC system. The Division is excited and hopes that this project will move along quickly.

Governor's E-Records

The Division expects to accession the archival electronic records of the Governor's Office in the near future. These records will be available onsite to public users, although, the Division was not appropriated funding to purchase finding aids to search these records efficiently and effectively.

New Business

Multitype Library Cooperative Rulemaking

The Division intends to propose revisions to the MLC grant program to bring it in line with the intent that is spelled out in Statute. These revisions will provide for a focused use of state grant funds to enhance services to benefit all of the residents of Florida and increase accountability for the use of state funds to ensure that the state's interests are met.

The Division has sought input from interested parties for Rule planning and development and now intends to start the formal Rulemaking process. The Division will continue to follow the prescribed process for allowing input from the citizens and groups that this Rule will serve as outlined in Statute and Rule.

Medical Database Collaboration

The Division is currently collaborating with Florida State University's Medical School Library to link FSU's health database *RIO* to the Florida Electronic Library. This will enable citizens more extensive health information than what the Florida Electronic Library currently offers. Grant applications will be submitted to the National Institute of Health and the Library of Medicine assist in the development and enhancement of this program.

SFY08-09 Budget

The Division prepared budget requests for SFY08-09 that included requests for extra staffing, a fix for the current "rate" issues, and salary increases for staff. An additional \$10 million in State Aid funding was also requested. Decisions will be made by Secretary later this year as to what issues will move forward to the Governor's Office. The Division remains optimistic even in light the current year's budget shortfall.

The meeting adjourned at 1:30 p.m.