

STATE LIBRARY COUNCIL
MINUTES
October 27, 2008 – Conference Call

Present:	<u>Council Members:</u> Steve Benetz Wendy Breeden Lannie L. Corbin Sharon Hartman Doris Lewis Carolyn McClendon	<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 24, 2008 meeting was made, and they were approved unanimously with one modification, which was to include “conference call” in the header.

Next Meeting

There will be another conference call early in December. Further information on this meeting will be provided at a later date.

Another meeting will be held in March during the joint council meeting of the Florida Arts Council, Florida Folklife Council, Florida Historical Commission, and the State Historical Records Advisory Board. Due to budget cuts, the Division is unable to support participation of the State Library Council as it has in the past. However, members are invited to Tallahassee and can participate via conference call.

Recommendations for Vacancies

The term of Alan Miller has expired and he has served the maximum of two consecutive terms.

Recommendations of appointment were given for Dave Mann, former Interim Secretary of State and Assistant Secretary of State/Chief of Staff, as well as Barbara Newman, former member of the Saint Johns County Board of County Commission and library supporter.

No other recommendations were given.

Division Update

SFY08-09 Budget Reductions

The Division is currently operating on a 4% funding holdback in General Revenue. Each quarter of this current state fiscal year, 24% of Division funds are released. The fourth quarter will be released as determined.

The Division is coping with reductions in funding by cutting back on travel and expenditures of expense monies, and holding vacant positions open for longer periods of time.

The 4% funding holdback is also affecting the Division's state grants, such as State Aid to Public Libraries, Community Libraries in Caring, and Multitype Library Cooperatives.

The Division's Library Services Trust fund will be released by 100% or 25% each quarter because it is composed of federal funds. The Records Management Trust Fund is being released under the same schedule as General Revenue, but the Division has requested a waiver of the 4% funding holdback on the grounds that the full release is needed to implement new legislatively mandated programs.

SFY09-10 Budget

Governor Crist has once again allowed agency heads to make proposals for the SFY09-10 budget. Secretary Browning put forth the following:

- State Aid to Public Libraries: An increase of \$7,499,993 in non-recurring General Revenue
- Community Libraries in Caring: \$200,000 in non-recurring General Revenue
- Library Cooperative Grants: \$1,500,000 in non-recurring General Revenue
- *Florida Administrative Weekly* Enhancement: \$401,000 in non-recurring authority in the Records Management Trust Fund
- Information Technology Infrastructure Replacement: \$37,500 in General Revenue, \$20,000 of which is non-recurring
- Additional Staff for Electronic Records Management: Three positions in the amount of \$151,874 in recurring General Revenue
- Conservation and Preservation of Archival Materials: \$100,000 in non-recurring General Revenue

In addition to budget requests, the Department of State was asked to reduce its General Revenue funding by 10%. This reduction was not to be an across the board reduction, but an elimination of programs.

Based on the Division's recommendation to the Secretary of State, the following was put forth:

- Elimination of the Source Document Microfilming Services Program from Records Management Services, which includes the loss of four full-time positions.
- Reduction in State Aid to Local Libraries by \$2,893,916. This amount continues to allow the Department to meet its maintenance of effort to receive Library Services and Technology Act funding from the federal government to support public libraries.
- Closing of the Legislative Library and consolidation of the Legislative Library with the State Library, which includes the loss of two full time positions.

Positions throughout the Department are being held open in anticipation of cuts and will be offered to staff losing their jobs.

Old Business

2008 Legislation

The Department's State Aid Bill passed during this past legislative session. The Division is currently in the process of rulemaking for the formula revision, which will enable the Division to put into detail the changes to the grant application and guidelines.

The Public Library Internet Safety Education Bill did not pass during this past legislative session, but the Florida Library Association, with the assistance of the Tampa Bay Library Consortium, has designed a program and tools for libraries to use provide Internet safety education training to their staff at low to no cost.

The Open Government/Administrative Procedures Bill passed during this past legislative session. The Division is working on enhancements to the *Florida Administrative Weekly* using funds from line-item charge increases, as directed by the passed legislation.

R.A. Gray Building HVAC Update

The Department of Management Services has completed work on a new HVAC system.

Sunset Review

The Department has presented a final document to the Legislative Sunset Review Committee, supplying them with information on performance measures, statutory functions, budget, and ideas for future improvements.

On October 28, the Division will have a meeting with members of the Joint Sunset Review Committee and staff from the Governor's Office, House, Senate, and the Office of Program Policy Analysis and Government Accountability.

When the Division is requested to present at public meetings in front of the Sunset Review Committee, possibly in October of 2009, it is hoped that State Library Council members will attend and speak on the value and importance of the Division.

PeDALS

Division staff met with executives from Microsoft and the Library of Congress to brief them on Florida's participation in the Persistent Digital Archives and Library System, a multi-state grant-funded project to develop and test an infrastructure for preserving and accessing government electronic records and documents. They discussed opportunities for Microsoft to assist Florida and other states in developing preservation programs for electronic records and publications.

The PeDALS program is moving from the planning phase into the implementation phase. The Arizona State Library and Archives is procuring equipment and software for each of the five participating states. The equipment is expected to arrive sometime in December.

Medical Database Collaboration

Representatives from Florida's medical school libraries gave a presentation at the Southern Chapter of the Medical Library Association about the State Library and Archives' efforts to organize a Florida Consumer Health Information Network as part of the Florida Electronic Library's outreach efforts. They highlighted the following accomplishments:

- Formation of a network of all types of libraries to work together to support better access to consumer health information for Florida residents
- Development of partnerships with the Agency for Healthcare Administration and the Florida Department of Health
- The assessment of health information services support among Florida's public library community
- The launch of new librarian training opportunities in Florida provided by the National Network of Libraries of Medicine

Gates Foundation Grants Project

Division staff are working with the Bill and Melinda Gates Foundation in the development of their Increasing Internet Connectivity in Public Libraries grant. Staff assisted with the coordination of data collection and participated in a conference call regarding continued development of the program.

Members recapped what is happening in libraries, archives, or records centers in their areas.

The meeting adjourned at 4:15 p.m.