

DRAFT

STATE LIBRARY
COUNCIL

MINUTES

March 20, 2013

Tallahassee, Florida

Present 3/20/2013:	<u>Council Members:</u>	<u>Staff:</u>
	Gladys Roberts	Judith Ring, Secretary
	Cherry Ann Hall Alexander	Jennifer Womble
	Steven Benetz*	Cathy Moloney
	Bonnie Brinson*	Gerard Clark
	Welton Cadwell	Amy L. Johnson
	Carolee Ackerson Bertisch	
	Carolyn McClendon*	
	William M. Modrow	

*Attended via conference call

Call to Order and Roll Call

The meeting of the State Library Council was called to order at 2:30 p.m. in Tallahassee. Introductions were made, and a quorum was present.

Adoption of the Agenda

A motion to adopt the March 20, 2013 agenda was made by Welton Caldwell. The motion was seconded and approved unanimously.

Business Items/Reports/Other

Election of Chair Pro Tem

A motion to nominate Cherry Alexander as Chair Pro Tem was made by Gladys Roberts; the motion was seconded and approved unanimously.

Approval of Minutes

A motion to approve the minutes from the November 28, 2012 meeting was made by Steve Benetz. The motion was seconded and the minutes were approved unanimously.

Division Update and Director's Comments

Judith Ring asked each bureau chief to give an update on their current projects and activities.

Ms. Ring spoke of the Florida Library Director's Annual Conference in Tallahassee, and extended an invitation to the Council members. Ms. Ring introduced to the members, Kerri Post, the new Deputy Secretary.

Library Development

Amy Johnson updated the Council on recent Library Development projects, including:

- The Bureau is almost completely staffed, and there is only one administrative assistant position left to be filled.
- The Bureau participated in the Governor's Florida Book Awards luncheon festivities.
- They have hired a consultant to work on digital guidelines for the Department.
- The Return on Investment update for Florida's library study will be conducted by the University of West Florida.
- March 21, 2013 is the beginning of the computer literacy initiatives alongside the National Ad Council, which is a three-year campaign.
- Libraries are working with *Viva Florida 500* events, especially the time capsule projects.
- The *Florida Electronic Library* launched a new project called *Career Transitions*, which is a database that allows people to create resumes and search for jobs.
- On March 15, 2013, the Bureau's LSTA applications were received, and in the process of being vetted. A total of 37 grant applications were filed requesting \$8.6 million.

Archives and Records Management

Gerard Clark gave an overview of what the Bureau mandates are concerning records retention. Additionally:

- The Bureau mailed 1,000 surveys/questionnaires to our state and local government customer base. Staff is currently compiling data and will make the results available as soon as possible.
- The Bureau is currently updating their retention schedules.
- The Bureau is continuing records retention seminars and webinars.
- The Records Center is updating the handbook for *Total Recall* for records center clients.
- The Bureau has digitized over 2,000 images from the Koreshan unity colony, a late 19th century religious utopian community, for the Florida Memory Project.

Library and Network Services

Cathy Moloney described the main functions of the State Library and the kinds of collections it holds. These collections are relevant not only to state employees, but also to citizens and elected officials of Florida. The State Library also manages the *Florida Library Information Network*, a resource sharing database. Additionally:

- The Bureau has begun a webinar to inform state employees of the services available to them through the Department. They are also in the midst of a library card campaign to state

agencies. Currently, they have received over 1,400 applications for library cards since implementing this campaign.

- They are also currently scanning all of the Governor's Executive Orders.
- Approximately 250 library staff from all over the state have applied for access to the electronic documents available on the Bureau's web page.

Old Business

No old business was brought forth.

New Business

The budget forecast for this year's Legislative Session looks bright. Ms. Ring described the budget in greater detail. The governor recommended \$20.13 million in his budget for State Aide to Libraries. Out of the recommended budget, \$13 million is in recurring dollars and \$6.9 million is in non-recurring dollars. The recommendation for the multitype library cooperatives is \$1 million. The Senate budget is \$21.3 million (all recurring) to State Aide to Libraries, and has recommended \$1.5 million for the multitype library cooperatives. The House has not yet released their budget.

Next Meeting

The next meeting will be in October.

Adjournment

Cherry Ann Hall Alexander moved to adjourn the meeting. The motion was seconded and passed unanimously. The meeting adjourned at 4:30 p.m.

Cherry Alexander, Pro Tem

Judith A. Ring, Secretary

Date Approved