

State Library Agency Survey
Steering Committee
September 17, 2003

Doubleday Hotel & Executive Meeting Center
1750 Rockville Pike
Rockville, MD 20852-1699

Minutes

The Steering Committee for the Survey of State Library Agencies met on Wednesday, September 17, 2003 at the Doubleday Hotel & Executive Meeting Center, 1750 Rockville Pike, Rockville, MD. Mr. Wilkins called the meeting to order.

Present were: Mary **Chute** (IMLS, Deputy Director, Office of Library Services), Rebecca Danvers (IMLS, Director of Research and Technology), Suzanne **Dorinski** (Census), Barbara **Holton** (US Dept of Education), Elaine **Kroe** (NCES), Libby **Law** (Data Coordinator, South Carolina State Library), Kim **Miller**, (NCLIS, LSP), Suzanne **Miller** (State Librarian South Dakota State Library), Bob **Molyneux** (NCLIS Statistics & Services Director), Pat **O'Shea** (Census), Jeff **Owings** (NCES Associate Commissioner, Institute of Education Sciences), Peggy **Quinn** (NCES Statistics Division Institute of Education Science), Peggy **Rudd** (Director & Librarian Texas State Library and Archives Commission), Cindy **Sheckells** (Census), Diana Ray **Tope** (Director Cherokee Regional Library System), J. D. **Waggoner** (COSLA, State Librarian West Virginia Library Commission), Barratt **Wilkins** (Chair, StLAS Steering Committee), Jeffrey **Williams** (NCES Acting Program Director Institute of Education Science), Alan **Zimmerman** (Data Coordinator, Wisconsin Department of Public Instruction).

Also present: Hazel Williams (D.B. Consulting)

Excused were: Bruce **Kingma** (Syracuse University), Mary Jo **Lynch** (ALA Office for Research and Statistics), Robert S. **Martin** (IMLS, Director), Johnny **Monaco** (Census), Kate **Ne vins** (ASCLA, SOLINET), Joe **Shubert** (NY State Librarian Emeritus), Lamar **Veatch** (Director, Georgia Public Library Service), Robert **Willard** (NCLIS, Executive Director)

(1) Introductions

Members and guest introduced themselves.

Barratt Wilkins announced that Joe Shubert had resigned as chair and that Mary Jo Lynch has announced her retirement. Barratt Wilkins has agreed to serve as chair for 2 years upon the request of COSLA and NCES. Mr. Wilkins expressed interest in rotating the chair and committee membership.

The committee decided to work as late as necessary on Wednesday in order to avoid meeting on Thursday because of the threat of Hurricane Isabel.

(2) Chair's Remarks

Mr. Wilkins presented a summary of issues identified by Joe Shubert. Two papers were completed: 1) Governance and 2) Federal Program. A third paper on personnel is pending.

(3) COSLA Research and Statistics Developments and Plans

COSLA Research and Statistics: J. D. Waggoner reported on COSLA's unanimous support of Barratt Wilkins as chair of the StLAS Steering Committee. He also reported on COSLA's concern regarding the time lag of the survey and the number of data elements collected.

A snapshot of personnel in 2001 may be useful in a trend study for 2004, 05, and 06. because of the economic situation. Barratt Wilkins will work with Bob Molyneux on variance of personnel for all of the states.

(4) Prospectus: Part VI (c), as revised March 20, 2003.

Peggy Rudd nominated Suzanne Miller to serve as vice chair of the Steering Committee. Diana Ray Tope seconded the nomination and it passed unanimously.

After a discussion of adjusting representation on the Steering Committee to include state and/or local officials, data users and legislative staff, Suzanne Miller was appointed to chair a committee to review the committee make-up of the StLAS Steering Committee and recommend adjusts to insure maximum utilization of the survey data. The committee is to report in March. Other members of the committee are: J. D. Waggoner, Libby Law, Elaine Kroe, and Cindy Sheckells.

(5) IMLS Developments

Mary Chute and Rebecca Danvers reported on the passage of the IMLS reauthorization, 2003 LSTA State Program Conference, National Book Festival, Analysis of the 5-year evaluations, Recruiting and Educating Librarians for the 21st Century, and National Leadership Grants. The National Report based on the 5-year analysis will be posted on the Web. There was a discussion about sharing information with the states and the State profiles will be circulated to the states. A national profile and a better job of measuring impact are needed.

(6) NCLIS

Bob Willard was unable to attend. Mr. Willard sent a report on NCLIS activities to steering committee members on August 29, 2003.

(7) NCES

Jeff Owings reported that level funding is expected. Plans are to continue the current surveys. NCES is talking with other agencies to identify additional sources of support. Jeff Williams reported on plans to add a small sample survey for school library/media

centers every two years between the current 4-year survey cycle. The 2-year cycle of the Academic Survey will be continued. Jeff Owings reported on the good response to the library component of the 2002 longitudinal study.

(8) NCLIS Library Statistics

Bob Molyneux reported on the focus of making data easier to use for practitioner and for the scholarly community. Bob Molyneux has developed a gateway to library data (NCES data as well as library data from other sources. Bob Molyneux will send a copy of the “New Directions” paper to Peggy Rudd.

(9) E-metrics Data (FY2002 Submission)

Cindy Sheckells reported on the disparity of the data provided by the states. Since the data is only now available the task force appointed by Joe Shubert has not had an opportunity to review the data. The Steering Committee recommended keeping Section N screens even though no data will be collected for this section in 2003. Key people will be asked to look at the Section N data items to identify methods for bringing all of the states up to speed.

J.D. Waggoner nominated Peggy Rudd to chair a new committee to review all of the data elements, including the electronic elements in Section N. The nomination was seconded by Suzanne Miller and passed unanimously. The focus of the survey will be on “just in time” instead of “just in case”. Other members of the committee are: Alan Zimmerman, Cindy Sheckells, Elaine Kroe and Rebecca Danvers.

The committee discussed several areas of concern: Expenditure by source, Staffing by selected specialty, and old LSCA priorities.

Cindy Sheckells will provide copies of e-mail correspondence about data item problems (particularly in Section N)

Rebecca Danvers is to send Peggy Rudd a list of data items needed by IMLS for accountability.

Elaine Kroe will send Peggy Rudd proposed NCLIS changes.

J. D. Waggoner will ask State Librarians to identify survey changes needed.

Jeff Owings suggested establishing a process to test new data items.

(10) Follow-up Discussion from March 2003 and Earlier Meetings

Alan Zimmerman presented The Third Report of the Task Force on Reporting Categories. Kim Miller will provide a definition for library cooperatives (see attachment) for review in considering Recommendation #1. Recommendation #2 was supported by the committee with an additional statement about the meaning of “major contractual expenditure (over \$25,000). Recommendations #3 and #4 were referred to Peggy Rudd’s committee.

(11) 2002 John G. Lorenz Awards

Kim Miller reported on the attempt to deliver the Lorenz Award to the COSLA meeting.

(12) New Business

Barratt Wilkins will prepare resolutions thanking Joe Shubert and Mary Jo Lynch for their service on the Steering Committee. Copies will be sent to the Steering Committee.

(13) Confirmation of Next Meeting Date and Place

The meeting was adjourned at 4:10pm. The Committee will next meet in Washington, DC on March 10-11, 2004 and then on September 15-16, 2004.

Libby Law, October 7, 2003

From Kim Miller:

Library cooperative (network, system, consortium): an organization that has a formal arrangement whereby library and information services is supported for the mutual benefit of participating libraries. It must meet the following criteria:

- participants/members are primarily libraries;
- the organization is a U.S. not-for-profit entity which has its own budget and its own paid staff;
- the organization serves multiple institutions (e.g. libraries, school districts) that are not under the organization's administrative control;
- the scope of the organization's activities includes support of library and information services by performing such resource sharing, training, planning and advocacy.