

Part I – Agency Profile

Agency Overview

The Idaho Commission for Libraries is located in the Executive Branch of state government. It is governed by the Board of Library Commissioners whose five members are appointed by the Governor. The agency's name has varied since it was established in 1901, but through much of its history it was known as the Idaho State Library. Effective July 1, 2006 the name changed to the Idaho Commission for Libraries.

The State Librarian, appointed by the Board of Library Commissioners (I.C. 33-2504), serves as the agency's chief executive officer and is charged with implementing the Board's promulgated rules and policies and with managing the operations of the agency. State Librarian Ann Joslin works with three (3) staff (Associate State Librarian, Program Supervisor, and Administrative Services Manager) as a Management Team. In a relatively flat organization structure, all employees work to support the agency mission to assist libraries to build the capacity to better serve their clientele.

The Commission continues to operate with 75% of the staff it had in 2009. Of the 35.5 FTPs filled for most of FY2013, ten (10) were paid with federal LSTA funds. Four positions were held open to stay within the general fund personnel appropriation. The agency maintains three (3) office locations: the central office in Boise at 325 W. State Street and field offices in Moscow and Idaho Falls.

In 1901, the Idaho Free Library Commission was organized as a state institution and received its first state appropriation. In addition to providing reading materials to Idaho citizens via the traveling library, the agency was to assist in the establishment and improvement of free public and school libraries throughout the state, and to deliver, foster, and promote library services in Idaho.

Beginning in 1957, the agency was designated as the Idaho recipient of federal funds under the Library Services Act (LSA), and it was appropriated a significant increase in its general fund budget to provide the match necessary to receive the LSA funds. The federal program evolved over the years to reflect changing needs, first to the Library Services and Construction Act (LSCA), and most recently to the Library Services and Technology Act (LSTA). LSTA funds are used for pilot projects, to implement collaborative projects among Idaho libraries, and for statewide library programs that provide services to all Idaho residents.

Other milestones in the agency's history include:

- In 1972, legislation passed that charged the agency with distributing Idaho state public documents through a system of depository libraries.
- In the same year, the State Legislature directed the agency to establish library services for the blind and others who could not use regular print materials.
- In 1984, library development services (continuing library education, consultant services, and statewide planning) were expanded as a response to major changes occurring in the public library community.
- In 1998, the legislature appropriated ongoing state funds for the Libraries Linking Idaho (LiLI) Databases, the first online information and research resource made available statewide through the agency's website.
- In 2002, after a 20% budget cut over two years, the Board discontinued several direct services and revised the agency mission to focus on statewide library development. With legislation passed by the 2006 Legislature, that mission was codified, the name of the agency was changed to the Idaho Commission for Libraries to better reflect its activities, and the Board was renamed the Board of Library Commissioners.
- The 2008 Legislature approved legislation establishing a digital repository for state publications to replace the print-based state documents depository system.
- The 2009 Legislature approved legislation removing the Commission from the oversight of the State Board of Education and making it a self-governing agency with Commissioners appointed by the Governor, effective July 2009.
- In 2010, the Commission was awarded a \$1,907,531 Broadband Technology Opportunities Program (BTOP) grant to expand broadband and computing capacity in Idaho public libraries and expand online resources to support informal learning, job/workforce development skills, K-14 and adult basic education, and e-government services.

- Reflecting the state's economy, the agency saw a 34.5% budget cut over two years, from FY2009 to FY2011.
- In September, 2012, the Commission was awarded a \$250,000 National Leadership Grant from the Institution of Museum and Library Services along with \$30,000 matching funds from the J.A. and Kathryn Albertson Foundation. The goal of this highly competitive Campaign for Grade Level Reading award category is supporting school readiness and combating summer learning loss.

The Commission's primary customers, Idaho's librarians, tell us that consistent with national trends the demand for their services is growing. For example, attendance at local public library programs in FY12 was 4.8% higher than in FY11, and summer reading participation has increased 33% from 2010 to 2013. Idahoans (children, adults, students, parents, business people) want traditional library services, 24/7 online information services, and a place - physical and virtual, local and global - to create content and participate in community conversations. The librarians' challenge is to plan for and sustain the necessary trained staff, services, and technology to deliver this range of services when and where people want them. The Commission's challenge is to help Idaho libraries better serve their clientele and thrive in this demanding and rapidly changing environment.

Core Functions/Idaho Code

Consistent with our mission, the core function of the Commission is statewide library development. The agency provides continuing library education and consultant services to the Idaho library community, coordinates statewide library programs, administers grant programs for library development purposes, advocates for library services, facilitates planning for library development at the local, cooperative, and state levels, and supports national library initiatives that strengthen Idaho library services. Other functions include the management of [Stacks], the digital repository for state publications and, in partnership with the National Library Service (NLS), the Idaho Talking Book Service (TBS).

Following are the relevant citations in the Idaho Code and the US Code:

- IC 33-2501. Commission for Libraries established.
- IC 33-2502. Board of Library Commissioners – Appointment, removal and terms – Officers – Meetings – Compensation.
- IC 33-2503. Board of Library Commissioners - Powers and duties.
- IC 33-2504. State librarian appointed by Board of Library Commissioners - Qualifications - Powers.
- IC 33-2505. Digital repository for state publications.
- IC 33-2506. Library services improvement fund - Established.
- IC 33-2611 and 33-2726. Public library annual fiscal reports.
- IC 67-2601(2)(f). Places the Commission for Libraries in the Department of Self-Governing Agencies.
- US Code Title 20, Subchapter II, Library Services and Technology Act. As certified by the Idaho Attorney General, the Idaho Commission for Libraries is the official state agency in Idaho with the authority to develop, submit, and administer the State Plan under the Library Services and Technology Act.

Revenue and Expenditures

Revenue	FY 2010	FY 2011	FY 2012	FY 2013
General Fund	\$3,134,300	\$2,785,529	\$2,997,700	\$3,130,489
Library Services Improvement Fund	\$5,000	\$310,926	\$310,108	\$31,024
Federal Grant	\$1,507,700	\$1,379,499	\$1,332,333	\$1,349,648
Miscellaneous Revenue	\$33,800	\$21,310	\$38,945	\$35,458
Total	\$4,680,800	\$4,945,245	\$4,679,086	\$4,546,619
Expenditure	FY 2010	FY 2011	FY 2012	FY 2013
Personnel Costs	\$2,148,700	\$2,088,170	\$2,032,674	\$2,166,214
Operating Expenditures	\$2,173,100	\$2,626,085	\$3,267,100	\$3,003,983
Capital Outlay	\$9,900	\$14,759	\$2,181	\$10,966
Trustee/Benefit Payments	\$249,600	\$186,832	\$64,686	\$129,177
Total	\$4,581,300	\$4,916,832	\$5,366,641	\$5,310,340

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2010	FY 2011	FY 2012	FY 2013
LiLI Databases Sessions/Logins	996,227	1,009,628	2,049,847	1,530,276
LiLI Databases Full Text Views	905,315	810,670	1,803,808	1,870,445
Talking Book Service Patrons	3,242	3,398	3,442	3,430
Talking Book Service Circulations	161,184	208,058	214,731	211,283
Attendance at Public Libraries ¹	8,662,163	8,318,902	8,423,683*	8,822,272
Continuing Library Education				
- Events Sponsored	87	73	36	76
- Participants	1,300	1,294	1,998	715
E-Course Completions	506	582	410	1,472

¹ Because of their October 1–September 30 fiscal year, the latest data available from public libraries lags 1 year.

*Figure adjusted for late reports from public libraries

Performance Highlights:Read to Me Mini-grants

With \$100,000 in state funding available for Read to Me mini-grants as of July 1 2012, The Commission solicited applications in the spring from elementary schools and public libraries to make more high-quality books available to Idaho's children at an early age. The Commission received 97 applications requesting \$357,000 in funding. The \$100,000 was awarded to twenty elementary schools and 9 public libraries. The results of the July 1, 2013 evaluation conducted on the program's affects in the elementary schools will be given during the 2014 legislative session. For FY14, the program was limited to elementary school libraries. Applications were received from 59 libraries for a total of \$242,000 with the \$100,000 being awarded to 23 school libraries. Thirty-six libraries, or 61% of the requests, went unfunded.

online @ your library

Maintenance and sustainability became the focus of the Broadband Technology Opportunities Program (BTOP) grant awarded in August 2010 and included the following:

- Digital literacy training was integrated into resource promotion and CE events. The first series of the revised digital literacy training for public library trustees was conducted in three locations in eastern Idaho. Nine libraries were represented by 37 attendees composed of directors and trustees and a few staff members.
- Idaho libraries continue to make good use of the E-rate program to help cover telecommunications charges, averaging statewide an 80% discount and totaling almost 4 times the amount received prior to the online @ your library project.
- Dept. of Labor is continuing to offer the Idaho Youth Corps as Digital Literacy Coaches by working directly with the local public libraries.
- Science and math resources have been incorporated into ongoing Read to Me programs.
- Mid-life adult resources including the continuation of the online Volunteer Match service were retained for statewide use.
- Promotion and maintenance of digital resources included the redesign of the LiLI portal to facilitate user accessibility and relevance.
- 2013 usage of LearningExpress Library (LEL) included 3,050 eBooks, 6,940 courses, and 15,223 practice tests for a total estimated retail value of \$2,106,480.

Talking Book Service

The Talking Book Service (TBS) continues to increase circulation of digital content at well above national averages. In addition, locally recorded materials (primarily about Idaho or by Idaho authors) can now be downloaded by TBS clients nationwide via the collaborative Shelf Project.

Routes to Reading: Idaho Paves the Way with Access to Print

The goal of this program is to significantly increase the amount of reading done in Idaho homes and early childhood education settings. Using grant, foundation, and state funds totaling over \$300,000 over three years, the Commission is building three new elements into the successful Read to Me program. The progress made in the three element areas during the first 9 months includes:

- The new Books to Go program: Libraries partnered with Head Start, developmental preschools, child care centers, and home-based child care providers to place Books to Go at these locations, so that parents and caregivers have convenient continuous access to pre-packaged books. Child care providers may use the books and materials throughout the day and parents check out a bag of books when they pick up their child. Ninety-seven Books to Go bins were sent to 28 public libraries to place at their partner sites during Wave 1 of the program. An additional 71 infant-toddler bins were prepared and delivered through a new partnership with Health and Welfare's Infant-Toddler program. Infant-Toddler staff members completed the Commission's early literacy training and are now providing Books to Go at all home visits.
- Statewide "Storytimes Online:" Because many families and child care providers are not able to attend library storytimes, this online alternative has brought storytimes to them by creating a parent-friendly website with access to TumbleBooks™ in English and Spanish, daily activities to develop early literacy skills, and other educational information. Available as of mid-November, the DayByDayID.org is a great resource for Idaho families, librarians, educators, and caregivers.
- Communication, Collaboration, and Coalition Building: The Commission began working with libraries and community partners to increase awareness of the valuable role libraries play to ensure children begin school with a strong foundation of early literacy skills. To date, 3 community coalition-building events have been held statewide, bringing together educators, library staff, policy-makers, business people, parents, and service agencies in order to strengthen support for grade-level reading proficiency.

Part II – Performance Measures

Performance Measure	2010	2011	2012	2013	Benchmark
Percentage Increase in interlibrary loans through LiLI Unlimited (to/from)	12.48% (134,511)	-8.64% (122,886)	-8.39% (112,574)	-1.61% (110,764)	2% annual increase
Percentage Increase in LiLI Unlimited Participating Libraries	-1.82% (216)	-3.07% (208)	-3.85% (200)	-2.50% (195)	0% annual increase
Percentage Increase in Registrations at Summer Reading Programs	38% (63,300)	9.8% (69,472)	2.84% (71,443)	17.67% (84,065)	5% annual increase
Percentage of participants who indicate they have made changes in their library procedures or services as a result of training or continuing education activities	New for FY2013			72.2%	80 % or higher/year
Value of LiLI Database Licenses (V) if purchased individually by all libraries compared to Actual Cost (A)	V=\$10,678,134 > A=\$521,116	V=\$10,678,134 > A=\$521,116	V=\$2,475,055 > A=\$557,305	V=\$2,475,055 > A=\$557,305	V > A

Performance Measure Explanatory Notes:

Percentage Increase in LiLI Unlimited Participating Libraries: Due to the economic downturn, in FY10 the benchmark was adjusted to maintenance level for LiLI Unlimited memberships.

Percentage Increase in Registrations at Summer Reading Programs: Due to limited staffing capacities at local public libraries, the benchmark was reduced from 10% to 5% beginning with the FY2011 data.

Value of LiLI Database Licenses (V) if purchased individually by all libraries compared to Actual Cost (A): The FY2012 decrease over previous years reflects vendors estimating cost based on size of target audience of specific databases rather than on use by all citizens.

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