

## ***Part 1 – 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, beginning July 2009, are appointed by the Governor. The agency's name has varied over the years, 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 policies and rules and with managing the operations of the agency. Current State Librarian Ann Joslin works with three (3) staff as a Management Team: two Associate State Librarians and one Program Supervisor. 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 agency began FY2010 with 45.5 FTE positions in three (3) office locations. The central office is in Boise at 325 W. State Street. Field offices are located in Moscow and Idaho Falls.

The Commission for Libraries has its origins in the Columbian Club of Boise, which established the Traveling Library System in 1899. In 1901, the Idaho Free Library Commission was organized as a state institution and received its first 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, 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 benchmarks 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 a library 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 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.
- In FY2009 the agency general fund appropriation increased 48.2% over the previous year with ongoing operating and personnel funds for five (5) new positions to implement a digital repository for state publications (to replace the state documents depository system) and to significantly expand the Read to Me early literacy program. The appropriation also included the transfer of \$650,000, previously earmarked for LiLI services in the public school technology budget, to the Commission's budget.
- 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.

By mid-FY2009, the economic climate had deteriorated significantly. With holdbacks and budget cuts approved by the 2009 Legislature, the general fund appropriation was reduced by 7.1%. The agency's FY2010 appropriation is 19.8% less than its original FY2009 appropriation.

The Commission's customers, Idaho's libraries, tell us that consistent with national trends the demand for their services is growing. In the year ending September 2008, Idaho's public libraries saw the following increases: 6.6% in visits, 8.0% in attendance at programs, 10.3% in circulation of materials, and 12.7% in reference requests. The increased library use in the current economic downturn is in fact a spike in the 10-year steady growth of library use.

Idahoans (kids, adults, students, parents, business people) want traditional library services, 24/7 electronic information services, and a place - physical and virtual, local and global - to participate in community conversations. The libraries' challenge is to plan for and maintain the necessary trained staff, collections, and technology to deliver this range of services when and where people want them. The Commission's challenge is to help Idaho libraries sustain their services 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, and facilitates planning for library development at the local, cooperative, and state levels. Other functions include the management of the digital repository for state publications and the Idaho talking book service.

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

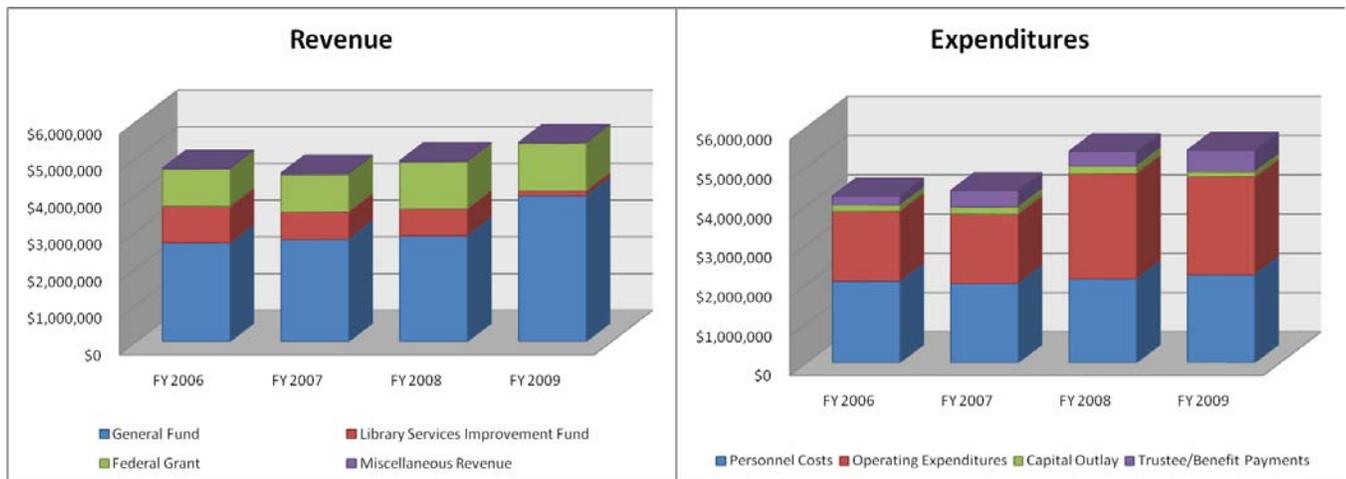
- IC 33-2501. Commission for Libraries established.
- IC 33-2502. Board of Library Commissioners – Appointment, removal and terms – Officers – Meetings – Compensation.
- IC 33-2503. Board of Library Commissioners - Powers and duties.
- IC 33-2504. State librarian appointed by Board of Library Commissioners - 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 2006	FY 2007	FY 2008	FY 2009
General Fund	\$2,687,400	\$2,779,400	\$2,879,800	\$3,965,900
Library Services Improvement Fund	\$985,300	\$739,000	\$719,200	\$122,200
Federal Grant	\$1,020,200	\$1,023,600	\$1,281,800	\$1,312,600
Miscellaneous Revenue	\$20,800	\$39,400	\$38,000	\$14,000
<b>Total</b>	<b>\$4,713,700</b>	<b>\$4,581,400</b>	<b>\$4,918,800</b>	<b>\$5,414,700</b>

Expenditure	FY 2006	FY 2007	FY 2008	FY 2009
Personnel Costs	\$2,067,100	\$2,006,100	\$2,129,400	\$2,229,100
Operating Expenditures	\$1,779,500	\$1,766,100	\$2,675,900	\$2,497,100
Capital Outlay	\$156,400	\$186,600	\$194,200	\$120,100
Trustee/Benefit Payments	\$237,200	\$419,200	\$376,300	\$558,800
<b>Total</b>	<b>\$4,240,200</b>	<b>\$4,378,000</b>	<b>\$5,375,800</b>	<b>5,405,100</b>



**Profile of Cases Managed and/or Key Services Provided**

Cases Managed and/or Key Services Provided	FY 2006	FY 2007	FY 2008	FY 2009
LiLI Databases Sessions/Logins	819,414	896,240	958,557	3,677,924
LiLI Databases Full Text Views	1,681,022	1,269,359	1,112,300	864,975
Talking Book Service Patrons	4,185	4,197	4,295	3,951
Talking Book Service Circulations <sup>1</sup>	180,515	160,726	155,274	143,563
Attendance at Public Libraries <sup>2</sup>	6,989,638	7,269,216	7,553,492	8,050,380
Continuing Library Education				
- Events Sponsored	49	150	98*	106
- Participants	1,142	1,589	1,260*	1,197
E-Course Completions	486	436*	507*	562

<sup>1</sup> Decrease in FY2007 is due to circulation system inaccuracies and removal of large print book collection.

<sup>2</sup> Latest data available from public libraries.

\*Corrected figures 8/2009

## Performance Highlights:

Working in collaboration with representative teacher-librarians from throughout the state, the Idaho Library Association, and staff of the Department of Education, the Commission continues to develop several initiatives to increase the capacity of school libraries to serve their students and teachers.

- Collection of baseline data and subsequent annual statistics on Idaho school library services and resources,
- Launch of an impact study in March 2009 to assess how Idaho students, teachers, and principals benefit from strong school libraries, with findings due in October.
- Annual professional development opportunities for teacher-librarians focusing on their role in student success, and
- Development of a statewide scope and sequence of the information, communication, and technology competencies students should have as they pass through grade levels.

The comprehensive evaluation of the FY2009 Read to Me early literacy program documents that all aspects have been highly successful to date:

- “The changes in parent behaviors in regard to children’s early literacy are striking. Parents are reading more to their children and focusing on the six early literacy skills. Parent evaluations of all of the programs where they have been surveyed have been stellar. Daycare providers, preschools, Head Start programs, and public school Title I programs have proven to be wonderful partners.”
- “There is ample evidence in the wide variety of data collected for this evaluation that the Read to Me programs and mini-grants have significant legacy value for the participating libraries, their service areas, and the State of Idaho.”

The new digital repository for state publications instituted in FY2009 has also been successful. The Commission’s goal was to make the repository easy for the public to use and to make compliance fast and easy for state agencies. Virtually all state agencies have named a staff liaison for the repository. Their feedback is that electronic submission of publications through the Commission’s website is easy, fast, and much less expensive than the old requirement of submitting 20 print copies. “What a difference this will make for Idaho in terms of efficiency, costs, and paper and space consumption!”

## Part II – Performance Measures

Performance Measure	2006	2007	2008	2009	Benchmark
Percentage Increase in interlibrary loans through LiLI Unlimited (to/from)	98,921 (base #)	15.8% (114,539)	4.42% (119,602)	-0.02% (119,584)	2% annual increase
Percentage Increase in LiLI Unlimited Participating Libraries	52.2% (134)	61.9% (217)	2.76% (223)	-1.35% (220)	5% annual increase
Percentage Increase in Registrations at Summer Reading Programs	32.6% (36,620)	11.1% (40,700)	9.6% (44,600)	2.8% (45,850)	10% annual increase
Value of LiLI Database Licenses (V) if purchased individually by all libraries compared to Actual Cost (A)	V=\$10,871,113 > A=\$529,873	V=\$10,592,173 > A=\$530,600	V=\$11,015,859 > A=\$530,600	V=\$11,511,572 > A=\$561,815	V > A

**Performance Measure Explanatory Notes:**

Percentage of Idaho Citizens Who Identify Libraries as Important: Dropped as a measure since the survey of which it was part is no longer conducted.

Percentage Increase in interlibrary loans through LiLI Unlimited (to/from): The 0.02% decrease over 2008 roughly represents a steady level of activity in the system. Borrowing from other libraries decreased by about four percent, while lending to other libraries increased by four percent.

Percentage Increase in LiLI Unlimited Participating Libraries: While the number of active accounts decreased by three, more library jurisdictions are participating. Due to local budget issues, a school district with multiple outlets withdrew from participation. The small decrease indicates a fairly steady level of participation.

Percentage Increase in Registrations at Summer Reading Programs: Figures adjusted from previous submissions to the State Board of Education to the correct fiscal year.

Benchmarks are being revised for 2010 to reflect maturing programs and decreases in many libraries' budgets.

**For More Information Contact**

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