

**JOINT MEETING
Conference Call
January 22, 2014
1-3 PM**

Present: LNRB: Carol Boutilier, Chair; Steve Chudnick, Laverne Mann, Roberta Fitzpatrick, Patricia Massey, Karen George, Robert White.
LSTA: Marian Bauman, Susan Heinis, Pam Price

Absent: LNRB: Patricia Whitehead
LSTA: Brian Auger, Ruth Bogan, Norman Gluckman, Jerry Holtz, Susan Kaplan, Mary Romance, Valerie Tucci, Gloria Urban

Guests: Cheryl O'Connor, Exec. Director, LibraryLinkNJ
Pat Tumulty, Exec. Director, NJLA

NJSL Staff: Victoria Rosch, Mary Chute, Kathleen Peiffer, Robert Keith, Sheri Shafer, Peggy Cadigan.

Reporting: Laretha Head and Ruth Pallante

Victoria Rosch called meeting to order at 1:05 and confirmed compliance with the New Jersey Open Public Meetings Act. While this compliance is not required for advisory bodies, it is adhered to for the sake of transparency.

LibraryLinkNJ – Cheryl O'Connor

Cheryl reported on revisions to the LibraryLinkNJ By-laws voted on at the December 5, 2013 membership meeting. The new Board member slate will be voted on at the May 22nd Spring membership meeting.

LNRB Grant Programs: Libraries Going Mobile; Maker Space - In partnership with the NJSL, LibraryLinkNJ will be making a joint announcement that 15 libraries will be awarded contracts. Awardees include one school library, three academic libraries and twelve public libraries. Cheryl said that this has been the most competitive program she's ever been involved with. There were 40 applicants. LibraryLinkNJ and the NJSL felt that because of the number of high quality applications, they would put an additional \$7,500 each into program to fund an additional two awardees. Total grant awards will total \$115,000.

State Library Update – Mary Chute

State Librarian Mary Chute welcomed the group and commended them for volunteering for this important work. She noted that during the ongoing financial challenges it will be critically important to continue to balance and retain the strength of the statewide network and that the advice of the members of these two boards will be vital to this goal. She highlighted some of the most important events of the past year such as Ports in the Storm, E-Summit, Story Telling Mojo and Maker Spaces. She noted how well all of these programs supported the Statewide Strategic Plan and congratulated all who had worked on these important events.

Presentation FY 13 expenditures and FY14 proposed budget - Sheri Shafer

Sheri presented FY2013 actual spending and FY2014 budgets for Network and LSTA funds as well as FY2014 projected spending for statewide projects. Sheri also discussed anticipated revenue for Grant Year 2014 from IMLS. She explained that although the full amount budgeted for JerseyConnect this past year was not used because of better vendor contract renegotiations, those extra funds will be saved for an upgrade that will be needed soon. Less money was spent on staffing at TBBC largely due to technological improvements to work processes. Fringe benefit rate costs have gone up from 43% to 51%.

Review of statewide database and Network statistics – Robert Keith

Bob presented three documents for his report: Statewide Database Usage, 2013 Ebsco database sessions and Rutgers ILL & Newark reference transactions. Using “sessions” as the measurement, usage is increasing.

Regarding the databases, Cheryl O’Connor suggested more in-depth analyses of databases to discover and eliminate duplication. Customized statistic gathering, if possible might help. Mary Chute suggested that vendors be notified of statistics needs.

Steve Chudnick asked why JerseyClicks usage as represented on the *2013 Ebsco Database Sessions* chart was only 2.8%. It was noted that it was once a federated search engine, but no longer has that capability. Pat Massey suggested that school librarians might need to be reminded of the JerseyClicks service annually as the usage percentage is low (14%).

LSTA Annual Report and five year plan - Kathi Peiffer

Kathi reported that the LSTA Annual report was submitted to IMLS on December 31st and the Advisory Board will be sent a copy once the report is accepted by IMLS. NJSL is on target as much as funding permits using its 5-Year Plan 2012-2017. Funding is not available yet for digitization plan. Any changes to the plan need to be submitted by April 1.

New members will be coming on to LSTA Advisory Council. (see below under LSTA Advisory Council)

Review of statewide contract status – Victoria Rosch

Victoria reported that since UMDNJ merged with Rutgers, for the first year the funding was combined at the current rate for total of \$66,000. Newark received \$77,000. Rutgers supplies more items than any other academic library in JerseyCat.

Robert White asked to be provided with JerseyCat usage statistics over a period of time.

New business

Discussion was opened regarding future service needs and budget constraints.

Robert White mentioned that they may not be renewing NY Times Historical database at a cost of \$250,000 year. Once dropped from budget line would be hard to get back on.

Pat Massey stated that schools were focusing on common core needs. Historical NY Times would be important for curriculum support.

There was discussion on MakersSpace grants and how it exacted interest.

Discussion opened regarding the usefulness of the continuation of combined board meetings, and the consensus was that combined meetings are beneficial.

There was a question on the history of New Jersey libraries project. Kathi replied that it is an update of the Ed Beckerman book covering the last 15 years. Tina Keresztury edited the contributions from librarians from around the state. An order was placed in December, using current year budget monies, which will enable the State Library to send a copy to every public and academic library in New Jersey.

Members List – Roberta Fitzpatrick email has changed. It is now fitzparb@ca.rutgers.edu

Next Meeting –. The next meeting will be held on a date to be determined.

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Carol Boutilier, Chair called meeting or order and established that there was a quorum. She welcomed new member Laverne Mann from Cherry Hill Public Library. Laverne received the Ethics Code via email prior to the meeting

Nomination and election (paper ballot) of Chair and Vice Chair for one-year term

This was not possible as the meeting had been changed to a conference call. Forms will be sent to members at a later date.

Amend/Approve minutes of preceding meetings

Minutes of September 19, 2012 meeting were accepted as written.

Communications

There were no communications

Unfinished or old business

None

New business

A member asked why some libraries were not lending older DVDs, and it was suggested that there may be a fear of losing the material. It was suggested that better packaging (putting DVD in envelope) would help. Robert White said that members of BCCLS should be lending DVDs, and to please notify the office if there was any difficulty in getting them.

Pat Massey reported that NJASL Board was working on aligning their strategic plan with statewide plan. Issue focus for NJASL is evaluation of teachers, which includes librarians.

Adjournment

Meeting was adjourned at 2:25p.m.

Action Items for Library Support Staff:

- Discuss with Cheryl O'Connor what new data might help with future database selection and explore this with the vendor. (Update: No new items were identified. The 2013 statewide database advisory committee did not require further information to make their recommendations.)
- Remind school libraries annually in September that the databases in JerseyClicks are available for free. (Update: On the annual calendar to send update.)
- Prepare a report – 10 years if possible – showing JerseyCat and JerseyCat+ usage. (Update: 2011, 2012, and 2013 were emailed to Robert White as requested. Prior years were not needed and difficult to compile due to vendor software changes.)
- Mail ballots for chair and vice-chair election. (Update: a new chair and vice chair were selected)

LSTA Advisory Council

Council did not have a quorum. Kathi Peiffer reported the names of new LSTA members appointed to fill expired terms: Ralph Bingham, Gloucester County Library System; Brett Bonfield, Collingswood Public Library; Sue Lazzari, Midland Park Memorial Library; Seth Stephens, Jefferson Township Public Library; Wendy M. Whipple, Newton High School Library/Information Center.

She will e-mail members who were not able to participate in the conference call all pertinent meeting information.