

**Idaho Board of Library Commissioners
Regular Meeting Minutes**

Friday, May 1, 2026 – 10 a.m. MDT

McCall Public Library
218 E. Park St. McCall, ID 83638

Attendees:

- Idaho Board of Library Commissioners: Chair Janet Franklin, Vice-Chair Michael Strickland (via Zoom), Dave Mecham, Dawn Wittman, Norma Staaf
- Idaho Commission for Libraries staff: State Librarian Dylan Baker, Deputy State Librarian John Thill, Development Services Program Supervisor Talela Florko, E-Services Program Supervisor William Lamb, Financial Manager Jamie Smith, Public Library Consultant Clay Ritter, Youth Services Consultant Jennifer Redford (via Zoom), Youth Services Consultant Staci Shaw (via Zoom), and (serving as recorder) Management Assistant Masha Velichko

I. Call to Order

Franklin called the meeting to order at 10:00 a.m. MDT.

A. Introductions

Attendees introduced themselves.

B. Agenda Review (Board Document 26-49)

The agenda was reviewed and approved.

C. Announcements

The board tour took place the previous day. Baker confirmed that Franklin's term expires in June 2026 and they will work on renewing the term for the next five years.

II. Minutes Review / Approval

A. February 20, 2026, Minutes - Action Item (Board Document 26-48)

Wittman moved to approve the February 20, 2026, minutes. Mecham seconded. *Motion carried unanimously.*

III. Federal Fund

A. Finances

B. Program – LSTA24 Highlights- State Program Summary submitted to the Institute of Museum and Library Services (Board Document (26-50)

The annual Library Services and Technology Act (LSAT) State Program Report (SPR) was completed by various staff members and submitted at the

beginning of the calendar year. The Idaho Commission for Libraries (ICfL) received feedback from the Institute of Museum and Library Services (IMLS) and tweaked a few spots that were then approved.

C. Grants

- i. Continuing Education Grant Awards** (Board Document 26-51)
Baker noted that there were three new awards since the previous meeting. The commissioners commented that it was good to see people attending trainings and conferences for the first time.

IV. General (state funds), Miscellaneous Revenue, and Library Services Improvement Fund (LSIF)

A. Finances – Summary of FY27 Appropriation Compared to Current Year
(Board Document 26-52)

The annual budget is fixed after the legislative session. There will be a reduction from FY26 to FY27 by 22%. This is due to two reasons. Reason one is the completion of the Library Facilities Project funded by the Capital Projects Fund (CPF). The second reason is the termination of the Digital Access for All Idahoans (DAAI) project.

For the first time in over a decade, the ICfL staff will not receive a pay increase (through the State Change in Employee Compensation, or CEC, process) -- 1.75 positions were returned for the FY27.

The board expressed disappointment with the decrease in funding and asked if there would be an additional decrease in the future. Smith said that it is possible in FY2028 via staff positions.

B. Program

C. Grants

- i. Summer STEM Grant Awards** (Board Document 26-53)
The Summer STEM Grant Awards have been occurring for quite a few years, and this is the first time the awards have been supplemented with state funding. The state has granted \$35,000. The awards are open to public, school, academic, and special libraries. It is an easy application, administered on a first-come, first-served basis. All 71 libraries that applied received funding this year.

Franklin commented about Weiser Public Library and how they had expressed little public interest in their STEM events.

Ritter said that as kids age out of interests then it takes time to build

a new audience. Small, rural libraries might not have the staff or resources to build all programs.

Thill added that STEM programs have expanded in the last few years in the library he has worked for, Ada Community Library. It's a case-by-case situation.

Mecham noticed that there are a lot of libraries of all sizes that are affected by the awards.

Wittman asked if the \$35,000 would continue beyond this one round? Baker said yes, it is ongoing.

V. Operations Report

A. State Librarian and Management Team Reports (Board Document 26-54)

Baker provided his report to the board:

- John Thill is the new deputy state librarian and will be starting on May 18. He has vast experience in both managerial and library positions.
- Baker focused on the 2026 Idaho Legislative Session and updated the ICfL staff and board commissioners as appropriate. Senate Bill 1244 passed quickly, and Senate Bill 1448, the successor to HB710, passed and will be discussed later. Baker is less concerned about this version compared to the previous ones that were proposed. Public Library Consultant Clay Ritter is working on information to inform and update Idaho public library directors about best practices in updating policies and forms.
- The first phase of the Idaho Library Needs Assessment Survey is done, and the management team will be meeting with John to discuss results and next steps.
- The work on the HVAC system is ongoing in the ICfL offices with a projected end date of June 2. Staff from the Secretary of State's office will be working in the same space as ICfL staff while their portion of the building is under construction next.
- Wittman asked about the heavy shipping and how it was handled. Baker said that Youth Services did a lot of pre-shipping in the months of January-March so there is minimal shipping now.

Smith provided her report to the board:

- The ICfL budget was reduced by 4% for FY2026 and 5% for

FY2027.

- The Fiscal team is completing tasks in preparation for the end of the fiscal year. They are checking deadlines and cleaning up as there are two months left.
- Many staff were able to travel to various conferences in March and April. This includes Thill, Nelson, Reeves, Burnham, and Espinoza.

Lamb provided his report to the board:

- E-Services roadshows were held for three weeks in April, and they went well overall. Turnout was lower than expected, but people did love that the roadshows were regional. There will be tweaks for future roadshows. It is expected they will be held every other year.
- Gelskey and Welker did a lot of outreach for the Idaho Talking Book Service (TBS). They visited eight locations and reached 113 individuals.
- Staaf commented that she attended the Lewiston roadshow and appreciated the comprehensive and practical language on marketing, EOR, AI, etc. It seemed like everyone there was engaged.

Florko provided her report to the board:

- The quarterly report to the Capital Projects Fund (CPF) was submitted in April. Burley Public Library completed their project and hopefully another library will finish their project by July.
- Florko attended the Pacific Northwest Library (PNL) conference and presented on the CPF program. She also helped organize local library tours at Les Bois Junior High School and Nampa Public Library.
- Youth Services staff managed to tour more than 20 north Idaho Libraries and schools.
- Standal's position is open through Wednesday and will be reviewed soon.
- Four staff attended the Public Library Association (PLA) conference.
- Several board members expressed interest in touring the Mountain Home Air Force Base Library with the ICfL staff, so Florko will email the information and forms.

B. Commissioners' Report

The commissioners noted some library-related activities they have been a

part of. Staaf nominated Lewiston City Library Director Lynn Johnson for KLEW's weekly community hero segment. Wittman mentioned the Lewiston City Library will be doing a documentary of their history and America250. Strickland helped with the Marshall Public Library's book sale last month. He is the current president of the local Rotary Club and has been busy stocking up many of the Little Free Libraries in the Pocatello area. Mecham is serving as the board of a local foundation that has convinced the board members to have a level reader program for the children's library. The program should begin in the fall. Franklin is working on speaking to legislators about the work libraries do.

C. Personnel Report (Board Document 26-54)

Thill has been hired as the new deputy state librarian. Standal has officially retired. The positions of adult services consultant position and school library consultant are being held vacant. More will be discussed in the June Board Meeting on how the role of the adult services consultant will be reworked. The federally funded vacancies remain open, and some will be removed as part of the maintenance budget at the end of the fiscal year.

Staaf inquired how long the federal positions would stay in the organizational chart. Baker said after one fiscal year. Smith concurred that they would fall off after a report in the FY28 budget.

VI. Legislation, Policies, and Guidelines

A. Legislation – Legislative Update 2026 (Board Document 26-56)

Clay Ritter pulled together a document of what bills may affect the ICfL and/or libraries from the 2026 legislation session. He said that not too much directly impact libraries.

Wittman asked about the implication of the city council holding the purse strings and how it affects HB715. Ritter says that factor hasn't changed.

Wittman asked about what populations would be impacted by HB686. Ritter said it targets populations of 10,000 or fewer. Both employment and contracts would be affected. This would bring awareness to how people are related to one another in small communities.

Wittman, Franklin, and Staaf all commented on the thoughtfulness of the board document.

B. Policies

C. Guidelines

VII. Old Business

VIII. New Business

A. Public Library Consultant Clay Ritter, FY2025 Statewide Totals for Public Library Statistics (Board Document 26-57)

Ritter explained that expenditures have increased by 40%. Circulation per Capita (physical and electronic) are up, as is attendance. Interlibrary loans (ILL) are down but not dramatically. The dramatic drop in the statistics is due to one consortium misunderstanding the definition of a loan versus an ILL. Program attendance is also going up every year (after the COVID years of 2020). This is partially due to libraries' core services changing and more people using libraries for events and meeting spaces. Total internet use is going up overall, and Ritter is encouraging libraries to keep terminals.

Mecham asked when a good time would be to start collecting data on the people coming into a library. Ritter said he is looking at adding reference transactions and outreach vehicles/bookmobiles, as well as looking at national trends in the U.S. He plans on adding new questions and removing old ones in the statewide statistics collection.

B. Idaho Library Needs Assessment 2026 Survey Executive Summary (Board Document 26-58)

Baker discussed the results of the first phase of the 2026 survey. There were 350 responses from the whole state and many types of libraries. People valued grants, financial assistance, and professional training the most. The top barriers had to do with lack of time and staff. A lot of the ICfL staff were mentioned by name. One of the clear indicators from the survey was that libraries really enjoyed and liked building a trusting relationship with the ICfL staff.

The next phase will be collecting more data by using focus groups, one-on-one discussions, and the timing of the upcoming LSTA 5-year evaluation.

Wittman and Staaf both commented that there were a lot of responses in a short time.

Staaf wondered if any of the findings could be used in the media. Baker mentioned he would pull quotes from the survey, listening sessions, and focus groups. Staaf also mentioned that making connections with places that have leaderships in transition could be beneficial.

Mecham commented that it would be great if there could be even more responses next year and hopefully some would have constructive criticism.

IX. Strategic Issues

Staaf requested a future topic on the bilingual programs that the ICfL hosted. Baker said that the project coordinator, Ismael Mendoza Medina, would be able to present on the topic.

There was a suggestion to have next year's board tour include a tribal library, and that the shorter tour duration was appreciated by multiple people.

Wittman asked about the OCLC contract status. Baker said it would expire June 30, 2027.

Wittman asked how the IMLS was faring. Baker said the main concern was their staffing. There is no director, and only two people are doing the grants for all the states. Baker will attend the IMLS event in Nevada to show support for the agency.

X. Public Comment

There were no public comments.

XI. Meeting Evaluation / Adjournment

The meeting ended at 11:33 a.m. MDT.

Next Regular Meeting: Thursday, June 11, 2026 – 10 a.m. MDT / 9 a.m. PDT - Zoom