

South Dakota State Library Board

MINUTES

Regular Meeting

April 20, 2023, at 1:30 pm CT
Beresford Public Library
115 S 3rd St, Beresford SD 57004

REGULAR MEETING

Members Present	In-person: Jane Norling, Bob Frieberg, Stacey Kvale; Via zoom: Tom Nelson, Janice Minder, Monte Loos, and Travis Aslesen (joined at 1:49pm)
Members Absent	None
Others Present	Kathleen Slocum, Sarah Easter, Wynne Sayer, Kate Kosior, Barb Nickolas, Cheyenne Chontos, Scottie Bruch, Josh Easter, Nina Mentzel, Amanda Raiche, Lynda Lowin, Shawn Behrends, Brenda Hemmelman, Robyn Ladd-Moeckly, Kim Bonen, Carlie Armstrong, Paul Giovanetti, George Seamon, and Quynn Verhelst; State Library.
Call to Order/ Roll call	President Nelson called the regular meeting to order at 1:34 pm CT. Verhelst read the roll call. There was a quorum.
Declaration of Conflicts of Interest	None.
Adoption of Agenda	A MOTION was made by Norling and seconded by Minder to approve the agenda as written. MOTION CARRIED
Welcome	Nelson welcomed everyone to the meeting.
Approval of Minutes	A MOTION was made by Norling and seconded by Loos to approve the minutes of the February 16, 2023, meeting as written. MOTION CARRIED
Report of the State Librarian	<p>George Seamon reported on:</p> <ul style="list-style-type: none">• State Park Licenses and Citizen Science Kits<ul style="list-style-type: none">○ Park passes have been distributed.○ Kits are being assembled.• Budget<ul style="list-style-type: none">○ Initial budget has been set.○ Awaiting financial balances from the Department.○ Would like to do direct grants to libraries.• Internal Controls<ul style="list-style-type: none">○ Process started by finance.

- Go through our 5-year plan and identify our goals and objectives the identify any risks that prevent any goals or objectives from being achieved.
 - Establish internal controls to prevent that risk.
- Collection Development
 - Concern some small school districts might not have collection development policies or reconsideration policies in place.
 - Spoke to Dr. Pogany with Associated School Boards of South Dakota about the process.
 - Template already in place for school districts.
 - Focus this summer to make sure all school districts have something in place for a reconsideration process
- Upcoming CE Events - Regional Training on Strategic Planning
 - Sturgis, April 14, 2023
 - 4 Board members and 5 librarians attended
 - Pierre, April 26, 2023
 - Mitchell, May 2, 2023
- BTBL Name Change
 - April 1, 2023, Braille and Talking Book Library changed their name to Accessible Library Services of South Dakota.
 - Name change to promote we are more than just braille.
- Site Visits
 - Will be on the road visiting libraries in the future.

OLD BUSINESS

Board Appointments
No updates.

NEW BUSINESS

None

Staff Reports

Nina Mentzel, Systems Librarian – Verso, ILL, and Cataloging

Mentzel is the Systems Librarian, much of her work is to make sure all the State Library-specific computer systems and software programs are working properly and work with our vendors when problems arise that can't be fixed locally.

For our integrated library system, we use Auto-Graphics VERSO. VERSO has multiple modules including circulation, cataloging, acquisitions, and serials.

The catalog currently has 48340 titles and 132387 items. Our collections are in multiple formats, including print, electronic, and microform. The VERSO catalog also provides direct access to our digital collections in Auto-Graphics Montage. Access is either by searching within VERSO or searching via a direct link in VERSO to the digital repository.

VERSO includes a small client-based MARC editor program used to edit our records. There is a new web-based MARC editor in beta testing that will replace this client. Mentzel was asked by Auto-Graphics to be one of the beta testers. Having a web-based MARC editor will remove the need for BIT intervention whenever there is an update to the software. Web-based systems are updated without any need for desktop installation.

For our Interlibrary Loan programs, we use Auto-Graphics SHAREIt and OCLC's ILLiad. Our SHAREIt system currently has 92 SD libraries of all types: public, school, combo,

academic and special. There are also libraries in WI, KS, and MS in the catalog. All of the configured libraries can place requests to any of the other libraries in SHAREIt.

If a request cannot be filled by any of these libraries, the State Library serves as the default lender and is automatically sent into ILLiad to request from out-of-state libraries. There is direct communication between the SHAREIt system and ILLiad which works fairly seamlessly. 538 out-of-state requests have been mediated so far this fiscal year.

Overall, VERSO, SHAREIt, and Montage are web-based systems, except for the current MARC editor, while ILLiad is a desktop client. OCLC has a web-based ILL product, and we are consulting with them, and with Auto-Graphics, to see if we can move from ILLiad to a web-based option. This will remove the need for BIT intervention whenever there is an update to the software, just as the new MARC editor will for VERSO.

Amanda Raiche, Youth Services Coordinator– Jump Start

Jump Start is a 4-hour workshop to help prepare library staff for summer and to jump-start the planning process. The theme and manual come from CSLP (Collaborative Summer Library Program). The 2023 theme is “All Together Now”. Raiche held eight workshops throughout the state. Each hosting library receives a mini grant of \$1,000 for supplies relating to the workshop or their summer reading program and an \$80 voucher to be used at CSLP. Libraries that attend the workshop receive a \$50 voucher for CSLP.

There are four virtual training meetings for the hosting libraries to prepare for their workshops. Each of the hosting libraries creates two videos about an idea from the CSLP manual. Participants are encouraged to watch all videos prior to training. Trainers determine the details of their workshops, usually including discussion and idea sharing. Hands-on activities, networking and building a community, and building excitement for summer planning.

There were 110 participants registered, with 100 participants attending, representing 69 SD libraries.

Possible changes next year are going from 6 to 5 in-person locations; possible minimum registration requirement; shorter virtual workshops, worth fewer CE hours; and streamlining train-the-trainer information.

Q & A from Board

Next Meeting	Thursday, July 20, 2023, at 1:30 pm CT In-person at South Dakota State Library, Pierre.
	Thursday, October 19, 2023, at 1:30 pm CT via zoom.
Public Comment	None
Adjournment	A MOTION was made by Minder and seconded by Norling to adjourn the meeting at 2:10 pm CT.