

ILLINET NETWORK ADVISORY COUNCIL (INAC)  
ILLINOIS STATE LIBRARY  
Gwendolyn Brooks Building  
October 4, 2007

MINUTES

**PRESENT**

Emily Guss – phone  
Scott Garton – phone  
Ian Baaske  
Troy Brown  
Terry Cottrell  
Jeremy Dunn  
Jane Ehrenhart  
Deanne Holshouser

Sheree Kozel-La Ha  
Jelena Radicevic  
Mary Richards  
Susan Singleton  
Troy Swanson

Those members not present were Kim Armstrong, Regina McBride, Bob McKay, Lian Ruan, and Donna Smith.

**ISL STAFF PRESENT:** Director Anne Craig, Kathy Bloomberg, Vandella Brown, Connie Frankenfeld Gwen Harrison, Bonnie Matheis, Greg McCormick, Pat Norris, Suzanne Schriar and Ron Winner.

**Welcome and Call To Order**

The meeting began at 10:05 a.m. INAC member, Mr. Dunn agreed to act as Chair this meeting.

**Introductions**

All attendees introduced themselves and explained their current place of employment and duties. Mr. Dunn reminded all members of the INAC charge.

**Reports on Delivery Task Force – Ms. Singleton and Mr. McCormick**

The new delivery system will begin January 2, 2008. A statewide committee, chaired by Mr. McCormick and a Delivery Implementation Taskforce has been created. The backbone has changed that has connected the library systems. There will be direct stops for over 100 academic libraries. There will be 24-hour turnaround during delivery. Mr. McCormick gave a short history of what led up to the new delivery model. The Illinois Library Delivery System will be what the acronym ILDS now represents. CARLI staff member, Ms. Diane Day will be the point person administrator. Staff persons of the Shawnee Library System, Prairie Area Library System and Lewis and Clark Library System will advise/assist Ms. Day with the transition. It was deemed that January 1, 2008 was the best date to begin with the new provider. The Delivery Implementation Taskforce has also been charged with delivering

specifications for packaging and labeling. Two types of bags will be used to package the materials. Lots of training will be delivered. The training will be two-tiered, the libraries and systems on the backbone will view a web cast module and each library system will conduct training at libraries throughout the state. The committee will also look into ongoing evaluation and performance.

The label will have the packing date on it, the lending and borrowing library, item count, etc... The label automatically goes into the shipping manifestation, it is computer generated. Hopefully, less error will occur. The mystery of counting is removed.

The Illinois State Library funds the contract. CARLI's fiscal agent is the University of Illinois. LANTER drivers are driving around the clock. They do not deliver blood, film, checks, etc... These businesses are looking to reinvent themselves as well. They do not deliver auto parts.

### **Approval of INAC Minutes**

The minutes from the July 12, 2007 meeting were accepted and approved by Council members.

### **Director's Report-Director Craig**

Director Craig thanked Mr. Dunn for agreeing to chair the meeting. A big welcome to all new INAC members was extended.

Ms. Harrison reported on Try-It! Illinois 2007.

Ms. Bonnie Matheis reported on two reading and writing programs administered through the Illinois Center for the Book. They were the **Letters about Literature** and **Essays About Lincoln** contests. The **Letters about Literature** is a national reading and writing competition for grades 4 – 12 sponsored by the Center for the Book in the Library of Congress and Target. A \$10,000 grant will be given to the winners to implement these programs in their communities. \$1,000 grants will be given to the 12 runner-ups to implement these programs in their communities. The **Essays About Lincoln** contest in celebration of the bi-centennial of Lincoln's birth, ask the contestant to write a modern day version of the Gettysburg address in 300 words or less. Contact Ms. Matheis if you have questions.

Director Craig explained that Ask-Away: Illinois Librarians Online Virtual Reference Service will now be available on a free trial basis for Illinois libraries until May 15, 2008.

Director Craig attended the Illinois Veterans History Project: A Salute to Illinois Veterans kickoff, September 19, 2007 at the Alliance Library System. The Library of Congress has sponsored this national program.

LSTA grants have been awarded. 245 grants were awarded this year. Over 4 million dollars were awarded that affected every type of Illinois library.

Director Craig extended an invitation to all to attend the October 11, 2007 WebJunctionIL ribbon-cutting ceremony to be held at the annual Illinois Library Association conference in Springfield, Illinois.

Director Craig also invited all to attend the Illinois State Library and CARLI reception to be held at the Illinois State Library, October 10, 2007 at 6:00 p.m.

**Strategic Plan for Technology and Telecommunications: Action Plan for FY09 – Ms. Bloomberg and Mr. Garton**

An overview of the plan was given. A minimum of 40% of LSTA funds has been requested for use towards the fulfillment of the FY09 Action Plan. Scott Garton, Thea Chesley, Paul Mills, Gwen Harrison, and Kathy Bloomberg developed the Action Plans for FY09. The question was asked how do we encourage libraries that do not have the technology in place to be a part of the initiatives? Mr. Brown suggested PLINKIT might assist in resolving this issue. Mr. Brown offered that PLINKIT is a content management system that is web based and has web developed software. Participating libraries are given templates that allow for the updating/modification of their web pages.

The question was also raised should grant money be used to bring up the libraries from the lowest common denominator or for the bigger programs that grant monies often support?

It was suggested by INAC that the basic level service need and support for innovative approaches are both achieved through the current Strategic Plan.

Ms. Norris added that we must continue to fight for the Educate and Automate money. The legislation must stay on the books and we must continue to ask for the restoration for funding for this mandate.

The approval for the Strategic Plan for Technology and Telecommunications: Action Plan for FY09 was moved and seconded by INAC. The motion carried unanimously.

**Planning for Find-It! Illinois and Permanent Public Access to the State Online Publications – Ms. Connie Frankenfeld**

Ms. Frankenfeld demonstrated the Find-It! Illinois web page at <http://www.finditillinois.org>. Find-It! Illinois began as a place to go to for on-line services from the Illinois State Library. With the advent of WebJunctionIL, the role of Find-It! Illinois needs to be re-defined. A committee, the Find-It Illinois Review Team, was put together to address this question. The members decided that we still need Find-It! Illinois. The questions concerning Find-It! Illinois are who is the audience, who will use it, etc... The committee members are Chair Tina Hubert, Amanda McKay, Connie Frankenfeld, Denise Zelinski, Karen Egan, Jenny Levine, Andrew Bullen, Larry Jackson, Kathy Bloomberg, Tim Cole, Pat McGuckin, and Jim Shepard. The decision to retain Find-It! Illinois as a source of information was made because it was deemed necessary that a presence be in place for the non-librarians to gain access to on-line services at the Illinois State Library.

A legislative mandate is on record, which states that permanent public access to electronic Illinois documents must be maintained by the Illinois State Library. The Illinois Electronic Documents Initiative (EDI) homepage can be located at <http://iledi.org/>. Another committee is needed to examine questions that need to be answered concerning this initiative. That committee, the [Permanent Public Access Advisory \(PPA Advisory\) Committee](#), is composed of Facilitator Shari McCurdy, Kathy Bloomberg, Troy Brown, Connie Frankenfeld, Joanne Kaczmarek, Alyce Scott, Kevin McClure, Michelle Schorfheide, Bernard Reilly, Cherryl Walker, Sarah Shreeves, and Rob Zschernitz

Another project harvests materials from over 350 state websites each month. The material gathered in the latest month's harvest is indexed for retrieval via our search engine, Illinois Government Information. When the next month's harvest comes in, the material is de-duped and stored. This storage is a "dark archive," that is, it is not open to the public, nor does it provide easy retrieval at this time. The ISL staff does deposit selected state documents from the dark archive into EDI. We hope that the PPA Advisory Committee will address issues concerning this material, such as:

Do we need to keep every web page that the State has since late 2002?

Do we need a collection development policy?

Do we need to get legislator approval of such a policy?

INAC member, Mr. Troy Brown is on this committee.

### **Report on transition of ISL projects to Baker & Taylor from the University of Illinois Library Research Center – Mr. Winner**

The Illinois State Library collects Interlibrary Loan statewide statistics and Public Library statistics annually through the Illinois Public Library Annual Report (IPLAR). The State Library is legally bound to collect statistics. These reports have been published in many formats throughout the years. The U of I Library Research Center has decided to no longer perform our statistical services, their focus is inward and on the research of the campus.

The Invitation For Bid (IFB) was awarded to Baker and Taylor Informata. The tools are Bibliostat Collect and Bibliostat Connect. The "collect" product is web-based. The Bibliostat Collect form will be available from the web for report submission. Certain information found in the ELI (Every Library In Illinois) database will be used to pre-populate the Bibliostat Collect and Connect tools.

It is expected that by mid-January 2008, the 2007 Interlibrary Loan Traffic reporting form will be available. By mid-January 2008, the Public Library reporting form will be available. In March, more reporting pieces will be available. It will be necessary to adhere to all deadlines with this new vendor. There will not be a lot of wiggle room in terms of time frame adherence.

### **The future of Every Library In Illinois (ELI) is? – Ms. Frankenfeld**

Please note the Mr. Andrew Bullen was ill and not available for this presentation.

The functionality of ELI was demonstrated. SUSI or “Single Unified Source of Information” is a vision, not a re-do of ELI. It is hoped that in the future that when library grants are applied for and for other types of rote processes that require repeat information, the forms will be pre-populated from SUSI. Libraries in turn would be required to keep their SUSI records updated.

#### **WebJunction Illinois – Ms. Norris**

Ms. Norris reminded the committee about the Thursday, October 11, 2007 WebJunction IL official ribbon cutting ceremony to be held during the annual Illinois Library Association conference. All were encouraged to take a look at the web site and its benefits. The contribution of content was highly encouraged by Ms. Norris. Bill and Melinda Gates are highly interested in this venture. Lisa Barnhart and Dawn Tortorella and others have done a great job pulling the Illinois site together. The sharing of content is awesome.

#### **Review of Interlibrary Loan Code Revision – Ms. Radicevic and Ms. Harrison**

Ms. Ehrenhart was also a member of this committee. Ms. Radicevic, Ms. Ehrenhart and Ms. Harrison all shared on the process and next steps. The next steps will be that the Draft of the Interlibrary Loan Code will be available for public comment for one month. The ILL committee will review the comments. The final version will be presented at the December Illinois State Library Advisory Council meeting for final adoption.

#### **Wrap-Up! ELI, SUSI, Find-It! WebJunction Illinois: What is the priority? Where do we go from here?**

Brainstorming by INAC members ensued. Outcomes of this session are noted.

- ◆Consider a 3-tiered Public Relations effort involving Library Systems, library staff and Illinois libraries. Folks need to be more aware of what is going on? WebJunctionIL for example has the propensity to make such an impact.
- ◆ILL Code: Create a catchy energized theme or phrase. Make it flashy. Create a pamphlet concerning the ILL Code.
- ◆Require the review of the code as part the Per Capita School and Per Capita Public requirements.
- ◆Create an on-line video showcasing the ILL Code.
- ◆Place the ILL code and video on WebJunctionIL. The video would explain the code from cover to cover. It would also explain why did ISL do this. Important to pair it with propaganda that exploits the benefits not the rules.
- ◆Possibly tie the ILL code to the new backbone delivery system as well. Repackage it.
- ◆Link ILLINET library ILL policy codes via ELI.

- ◆ Create a “Did you know?” teaser.
- ◆ Create ILL Code advertisement geared to patrons. Create a logo, catch phrase, etc... Patron promotion becomes a potential “stick.”
- ◆ Target communication towards the audiences.
- ◆ Utilize RSS feeds
- ◆ Impact students at the graduate level, while in school
- ◆ Create an entry in Wikipedia for ISL
- ◆ The need for good web sites is crucial. Web and graphic design and backend technology takes time and money.
- ◆ Getting libraries on-line is deemed critical.
- ◆ The PLINKIT grant was designed to hit the small to medium library levels. 90% of libraries using PLINKIT are brand new RPLS libraries. The template “the instance”, is set up by Shawnee Library System, built on common software in the industry.
- ◆ Create a “push-a-button” website from your ELI data or create a shortcut that establishes a baseline of information (library hours, library staff, phone numbers, etc...).
- ◆ According to the OCLC perceptions report – patrons are not going to websites; the movement is to bring information to the user.
- ◆ Establish Best practices, recommended next steps...
- ◆ Instant messaging, Flickr, leading them forward with the carrot.
- ◆ Is there a role ISLC should play in terms of continuing education perhaps the establishment of an annual or semi-annual event? Perhaps, INAC should help put this together.
- ◆ The number of library staff not aware of the new initiatives is sizeable. Perhaps a daylong event or web cast. A web cast could address new library/information initiatives. Perhaps a 3-day event, a Library Trustee Day, a Staff Day, and an Administrator Day
- ◆ There is value to have this come from ISL.
- ◆ What’s the benefit of WebJunction? What’s the benefit of ELI?
- ◆ Suggested changes included make it simple, one sheet that speaks to the subject.

◆Another leadership piece would be to create this one-piece document that could be prefaced with “if you have questions on this topic...call...”

◆Training and communication are huge issues

◆ILL code – important to our network, get the word out, making folks understand the importance.

The meeting was adjourned at 3:00 p.m.

Gwen Harrison prepared the minutes.