



Questioning existing practices. Testing new ideas.
WNYLRC: a leader in library innovation.

MINUTES/DISCUSSION RECORD

COMMITTEE: Committee Chairs

ATTENDING: Sheryl Knab, Emily Carlin, Jacob Rachwal, Allison Vazquez, Andrew Johnston, Barbara Biljan, Danielle Ptak, Jay Barone, Heidi Ziemer, Michelle La Voie, Mei Grierson, Debbie Porter, Jessica Gavin, Grace DiVirgilio, Shanley Olszowy, Bryan Sajecki, Amanda Shepp

EXCUSED: Caitlin Kenney, Jenn Northup

ABSENT:

DATE: 12/5/22

LOCATION: Zoom

RECORDED BY: Emily Carlin

<i>TOPIC</i>	<i>DISCUSSION/ CONCLUSIONS</i>	<i>RECOMMENDATIONS/ACTION / EVALUATION/FOLLOW-UP</i>	<i>RESPONSIBILITY & TARGET DATE</i>
1. Call to order	The meeting was called to order at 1:06 PM		
2. Introductions	Chairs of committees and WNYLRC staff liaisons introduced themselves.		
3. Approval of fall minutes	Members received copy of minutes in advance.	Allison Vazquez motioned for approval of the minutes; Michelle La Voie seconded. Minutes were approved.	
4. Committee membership	Recruiting for committee members starts in February. If someone has served one term or is finishing someone else's, may fill another 3-year term. Must fill out paperwork again to get appointed for another term. List goes to executive committee who makes final appointments. New committee members must be given a copy of the guidelines.		
5. Funding update a. Individual committee funds b. 2023-2024 budget	a. Debra Porter shared the current amount each committee has via Zoom chat and email. b. Committees should submit formal request for funds for the next budget containing the amount requested and what it will be used for. c. Sheryl Knab suggests we have one single sponsorship form, rather than each committee having a form. Once committees have the	c. Bryan Sajecki, Danielle Ptak, and Mei Grierson will create the form by the Spring	c. Bryan, Danielle, and Mei



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c. Unconference Sponsorship form	information from applicants, committee members can vote to approve the applicants.	Committee Chairs meeting (in May).	
6. WNYLRC Update	<p>a. AskUs 24/7 (Sheryl Knab for Caitlin Kenney): Caitlin Kenney is sending out questionnaire to participants to verify participation. Springshare is increasing cost. Have about 50 participating libraries.</p> <p>b. Ask Services:</p> <ul style="list-style-type: none"> i. Ask the Lawyer (Sheryl Knab) has been quiet, about a question a month for the last 4-5 months. No longer doing Ask the HR Specialist; negotiating with Stephanie Adams about her taking on this role as well. Stephanie will also be doing a workshop on employee leave and any changes to state law in Q1 2023. ii. (Heidi Ziemer) Ask the Archivist – questions about archival management. Arranging, describing, preserving, disaster prevention/response. Using AirTable form. Quiet recently but was a little busy when they first started. Put it out on the listserv and NYLine. Direct people to the service. Link with logo on the website. <p>c. Continuing Education events: no more scheduled for this calendar year.</p> <p>d. ESLN Digital Services (Jay Barone):</p> <ul style="list-style-type: none"> i. Wnylrc.org: working on a new website, adding new functions for committees. Trying to get it more centralized, streamlined, and consistent. Committee chairs will need to get a Google account (not a Gmail). Let Jay know if this is something that would fill a need and be worth the effort. He will send out a Google survey to chairs. Please reply within a reasonable timeframe. ii. New logo for WNYLRC and new committee logos iii. NY Heritage: continuing to add collections. Usability is better; let Jay know if you have resources to add. Looking for digital items & their metadata. New collections from ARPA, exhibits should be up in January. Roswell Park came out with one including Dr. Roswell Park’s original death mask iv. NYS Historic Newspapers: almost caught up with backlog from previous round of grants. Looking to hit about 12 million pages this year. If you have newspapers that aren’t on there, reach out to Jay. v. ESIE Action Grants – getting full control on server level this month. Have content from Rochester 		

	<p>region, need WNY content. Offering action grants. 360 camera.</p> <p>vi. ESLN AIR initiative – institutional repository. Next Tuesday 12/ 13 statewide training for academic organizations. Need 6 more people by September. Reaching out to larger audience. Looking for small libraries to get together to share an instance.</p> <p>vii. NEDCC (Heidi Ziemer) – session run earlier this year on finding aids. Talk to Heidi/Jay about finding aids for digital resources.</p> <p>viii. WNYLRC is member of WNY Digital Equity Commission. Don Matteson and Heidi Ziemer got budgeting for digital inclusion from Partnership for the Public Good, who will dedicate resources to digital inclusion – resources, training, research, broadband, etc. Asset mapping – digital assets, digital inclusion assets, and makerspace assets</p>		
<p>7. Advocacy initiatives (Heidi Ziemer)</p>	<p>Met with all but 4 of the 17/18 legislators for the region. Asking to advocate for increase in library operating aid and construction aid (public libraries). They’ve been interested in our libraries and workforce development and digital inclusion. Future advocacy dates are on the website.</p>		
<p>8. Committee Updates</p>	<p>a. CHIA (Shanley Olszowy): rolled out Continuing Education scholarship tuition reimbursement. Drafted criteria, pushed it out through unions, open to library workers for any health and wellness CE for any WNYLRC member institution. No one applied. Now working on setting up a meeting to see what to do next.</p> <p>b. CE (Jacob Rachwal & Bryan Sajecki): held in-person Unconference with 53 attendees. Held at BECPL, lunch from Braymiller Market. Raised about \$1400. Great presentations. Planning to send out a Doodle poll to committee members to recap and plan for next time.</p> <p>c. EDIAr (Allison Vazquez): donated \$500 to HS2C for collections grant, had Justice for Migrant Families workshop about people held in detention facility in Batavia. Purchased & donated books from Zawadi Books. Did a presentation at the Unconference on Inclusive & Accessible Virtual Meetings. Planning prison librarianship event, planning diversity grant. People should reach out to EDIAr Committee if they are having diversity issues in their library.</p>	<p>g. Allison Vazquez and Mei Grierson will meet with RSC to discuss textbook prices</p> <p>i. Mei Grierson will meet with Sheryl Knab and Jenn Northrop via conference call to discuss survey to library directors</p>	

	<p>d. HS2C (Andrew Johnston): The High School to College Committee successfully created the Diversity in Collections Grant, which offered \$500.00 to area school libraries and librarians to purchase books that address the diverse needs of students and the importance of representation in libraries. The committee granted money to 5 area schools libraries and librarians:</p> <ul style="list-style-type: none"> • Iroquois Middle School – Maria Muhlbauer • Royalton-Hartland High School – Kelly Cousins • Dodge Elementary – Stephanie Devaney • Cleveland Hill MS/HS – Ann Marshall • JT Waugh Elementary – Karleen Derrick <p>Members of the committee presented at the UnConference, providing an overview of the grant process. We are going to be launching this year’s grant this month. After the grant cycle, the committee is preparing to review and update the Information Literacy Checklist. We want to update the skills high school students will need when entering college. The new checklist will match current AASL and ACRL standards, align with the Empire State Information Fluency Continuum, and include digital fluency. We hope to provide PD once the review and update is complete.</p> <p>e. LEAP (Michelle La Voie): The committee has developed two important projects related to its mission which it is currently overseeing:</p> <ol style="list-style-type: none"> 1. A WNY regional library asset mapping project. The project is to determine what resources all our libraries currently have to address both digital inclusion and other workforce readiness skills (through maker spaces, for example), so we can point to our strengths and address the gaps; it is for libraries, public, and legislative information. <ul style="list-style-type: none"> • Committee members interviewed and hired a temporary GIS specialist to conduct library asset mapping in the WNY region. The person 		
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	<p>is responsible for all elements of the project including: developing and administering surveys of all libraries in the region, collecting asset data; developing and maintaining a database of assets of all types of libraries; conducting site visits to verify data; preparing maps, charts, diagrams, and other products using GIS software to produce visual representations of data. They will prepare a final report, assessing the overall areas of strength and opportunities for growth.</p> <p>2. A regional map of libraries of different types.</p> <ul style="list-style-type: none"> • Committee members interviewed and hired a paid intern (recent graduate with a graphic design degree) to create a poster-size map display of the different types of libraries and library systems in WNY, including public, school, academic, hospital, and special libraries. The map will include all the libraries that are part of the WNYLRC membership. It will be a creative visualization that provides the public with a sense that there are libraries in every community in the region, and that there is a library for everyone, regardless of age, need, or demographic characteristics. <p>f. Preservation (Amanda Shepp):</p> <ul style="list-style-type: none"> • Initial run of Preservation Institute over the summer went well <ul style="list-style-type: none"> ○ 4 Sessions over 4 weeks with speakers within and external to WNYLRC on the theme of sustainability and preservation ○ Plan to continue this in 2023 during the Fall with earlier planning/marketing efforts in place and looking at hybrid program format • Video Podcast Projects <ul style="list-style-type: none"> ○ First episode of Podcast From the Past is available on WNYLRC's YouTube, featuring highlights from the correspondence between Darwin D. Martin & Frank Lloyd Wright 		
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	<ul style="list-style-type: none"> ○ Podcast From the Past uses archival materials to bring interesting and intimate conversations in correspondence to life ○ If you have collections that you think should be brought to life through Podcast From the Past, please fill out this form: https://wnylrc.wufoo.com/forms/kx15sfb0aff2f2/ ● Who’s Who @ WNYLRC is still looking for new folks to interview! If you’re interested in putting yourself out there, please fill out the form: https://wnylrc.wufoo.com/forms/k1kykp010alhkf4/ ● Preservation Brochures/committee-created CE will be picked back up in 2023 <p>g. Resource Sharing (Barbara Biljan): Info Pass – determining whether to expand, open to wider audience, etc. Some middle school librarians have asked about opening it up. Will work with HS2C. Working on taking over RAC, will be reviewing AIG grants as a subcommittee using RAC’s rubric. Planning symposium on controlled digital lending on March 10. Working on salary survey – data is ready to be posted on WNYLRC website. Trying to get other regions involved.</p> <ul style="list-style-type: none"> i. Allison Vazquez raised a point about textbook prices; the Resource Sharing Committee might take this up as a project. Allison Vazquez and Mei Grierson are invited to join the next RS meeting. <p>h. Regional Advisory (Sheryl Knab): No longer active</p> <p>i. WNY Support Staff Committee (Mei Grierson):</p> <ul style="list-style-type: none"> ● Committee planned an October event. ● Summer/Fall Getting to Know You event: The Frank Llyod Martin House tour - 21 attendants ● Set up application, selected and Sponsored 4 recipients on attending the 2022 Intersect Unconference 		
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	<ul style="list-style-type: none"> • Working on planning the Winter/Spring Getting to Know You event: UB Special Collections tour • Planning of virtual Training workshop: Working with Caitlin Kenney to plan at least 1 continuous education event • Working on brainstorming on how to better outreach our workshop and events to library support staff <ul style="list-style-type: none"> ○ Sheryl noted that several years ago there was a lengthy survey to directors about support staff needs, which showed directors' perception didn't match staff reality. The survey could be used again. Sheryl, Jenn, and Mei will discuss via conference call. Will also discuss possible certification program – maybe micro credentials at the WNYLRC level. 		
Other business	Not discussed.		
Spring 2023 meeting	Will be scheduled in May, will include half hour meeting with new committee members.		
Adjournment 2:47 PM.	Meeting was adjourned at 2:47 PM.		