



MINUTES/DISCUSSION RECORD

COMMITTEE: Committee Chairs Meeting

ATTENDING: Sheryl Knab, Caitlin Kenney, Jason Barone, Heidi Ziemer, Debra Porter, Adrienne Doepp, Grace Di Virgilio, Olivia Helfer, Jenn Northup, Molly Maloney, Alison Farinacci, Allison Vazquez, Barbara Biljan, Danielle Ptak, Emily Carlin, Erin Vest, Jan Dekoff, Mei Grierson, Michelle La Voie, Shanley Olszowy

EXCUSED: Bryan Sajecki, Andrew Johnson

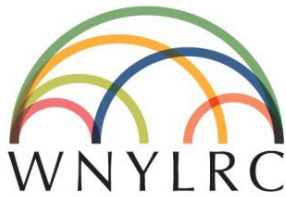
ABSENT:

DATE: Wednesday, May 25th at 9:00AM

LOCATION: Zoom

RECORDED BY: Jenn Northup

<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 9:03AM		
2. Introductions	Chairs of committees introduced themselves.		
3. Approval of fall minutes	Members received copy of minutes in advance. In the fall, EDIAr did not have update. This committee was still a test group at that time.	Erin Vest motioned for approval of the minutes; Barb Biljan seconded. Molly Maloney abstained. Minutes were approved.	
4. Committee Membership		Allison Vazquez, Shanley Olszowy, Gracie Di Virgilio, and Sheryl Knab will review the Standing Committee Guidelines before the fall meeting.	
a. Standing Committee guidelines Review	a. Standing Committee guidelines were shared with group. There are upcoming changes to the document. Sheryl Knab requested assistance from other chairs in reviewing before fall meeting.		
b. Committee Funding update	b. Committee Funding update		



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<p>i. Individual Committee Funds</p> <p>ii. 2022-2023 budget</p> <p>iii. Committee Recruitment</p> <p>c. Committee chair responsibilities</p>	<p>i. Debra Porter shared the current amount each committee has and what each committee will be receiving via zoom chat. Next year a formal request should be submitted from each committee chair containing the amount requested and what funds will be used for. This lets the board know what activities are upcoming for next fiscal year.</p> <p>ii. Sheryl Knab shared highlights of the 22-23 budget, which included a 5.8% increase.</p> <p>iii. All committees can recruit for open slots at any time through the year. Committee chairs may be able to help identify colleagues to fill open seats on other committees.</p> <p>c. Sheryl Knab reviewed responsibilities of committee chairs, which include creating agendas and setting meeting dates, delegating committee work to members, and ensuring each meeting has a note-taker.</p>		
<p>5. WNYLRC Update</p>	<p>a. Ask Services – Sheryl Knab: Ask the Lawyer submissions have decreased after 2020’s increase in usage relating to COVID-19. There are currently 249 RAQs on the website. This content may soon be behind a login due to copyright concerns. Ask the HR Expert does not receive as many questions. Holly will be having three HR webinars in the upcoming year. Heidi Ziemer, Tim Spindler (LLIRC) and Nichole Menchise (LLIRC) are leading discussions on creating an Ask the Archivist service. This would be an ESLN reference service for archive-related questions.</p> <p>b. Ask us 24/7 – Caitlin Kenney–Trocaire College recently joined. Currently have around 45 participating libraries.</p> <p>c. Continuing Education Offerings – Caitlin Kenney:</p> <ul style="list-style-type: none"> • Dealing with the Aftermath of a Crisis, June 10th at 1:30PM • Grave Matters Symposium, June 17th • ESLN Pillars Symposium, July 13th - topic is “Accessibility in Education” with guest speaker Judith Heumann • ESLN Services - Ask the Lawyer, May 27 at 10 a.m. 		



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	<ul style="list-style-type: none"> • ESLN Services - Ask us 24/7, June 24th • Annual Meeting at Shea's Seneca with guest speaker Annie Greene, September 27th <p>d. ESLN Digital Services – Jason Barone</p> <ul style="list-style-type: none"> i. WNYLRC.org – The new website is being developed in Drupal. This change will allow WNYLRC to be able to make changes and updates more quickly. <ul style="list-style-type: none"> 1. Registration process will be clarified and simplified. 2. WNYLRC has a new logo and each committee has a logo. 3. The site will contain a user dashboard with quick links to events and services based on each user's activities. It will also be easier to view, track, and reserve WNYLRC traveling exhibits. ii. NY Heritage – new metadata guidelines will be released soon. Process is now more streamlined and user friendly. There are 4 new exhibits funded by ARPA. iii. NYS Historical Newspapers – Currently processing many collections, including Lewiston papers. Cynthia Van Ness from Buffalo History Museum is adding a large list of titles that go back to 1820s, now that 3-year exclusive access with <i>Newspapers.com</i> has ended. iv. EAD – This service is still in the process of moving over to the Archipelago platform. v. ESLN IR Initiative – Jason Barone has been working with Ubiquity Press to provide pilot program IR platform for WNY/Rochester area schools and institutions. We are hoping for to have 10 interested institutions and there will be another Ubiquity demo soon. vi. Action Grants and ESIE – We are hoping to add new features to ESIE soon including new mapping and exploration methods. A tour of the Art Park being added. vii. Action Grants - Hopefully can offer action grants again next year, let Jason know if you're interested or have any questions. 	<p>Committee members are encouraged to attend the annual meeting, September 27th. They will be recognized by the WNYLRC Board President.</p> <p>Jenn Northup will share new committee logo files with each committee.</p>	
<p>Advocacy initiatives – Heidi Ziemer</p>	<p>Currently discussing activities that would promote libraries are resources for economic development. One idea is doing "Hard hat" library tours with legislators.</p>		



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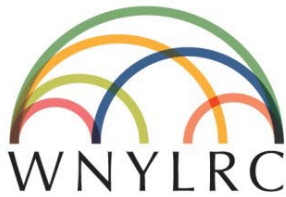
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	WNYLRC is working to promote relevance of libraries. We cannot lobby but we do advocate and educate.		
Health Literacy Initiative – Heidi Ziemer / Olivia Helfer / Grace Di Virgilio	Prendergast Library was pilot site for Telehealth project with social work intern in the library. Their telehealth space is on hiatus while they rebrand and expand the space. The intern conducted a needs assessment for the community, which provided information on how this service could move forward. The other pilot site is in Coles Branch, which is currently going through construction. Heidi and Olivia presented at North Country Telehealth Partnership meeting and are hoping to continue to spread interest. They will be meeting with County Health Department of NYS to discuss what libraries can do for telehealth.		
NNLM grant – Grace Di Virgilio	39 Chrome Books were purchased for the International Institute of Buffalo through a grant. The laptops contain information in Afghan spoken languages. Here is the announcement .		
Digital Inclusion Literacy – Heidi Ziemer	There is a partnership with Niagara Falls Public Library and Lockport libraries to recruit AmeriCorps Volunteers. Volunteers will be trained through Mission Ignite to provide 1-on-1 digital skills trainings for patrons. Expecting both programs to be publicly launched in early July. Many WNY libraries have completed training on Northstar digital literacy program, which has been put on roughly 80 computers in public libraries. Northstar provides courses on digital skills, resume assistance, and offers certificates for completion.		
6. Update of Committee Accomplishments to Date	a. CHIA – Shanley Olszowy - As of April 25th, CHIA began promoting its professional development funding opportunity for anyone looking to be reimbursed for health-related continuing education credits, specialization, registration/application fees, etc. Committee members distributed this via internal email lists, social media platforms, the CHIA LibGuide, and various other communication channels. Though we have yet to receive any applicants, we hope to continue promoting this source of funding for individuals seeking to further their professional education. It is our hope to see better-informed librarians be able to better serve their communities when it comes to health information resources. If anyone you know in your libraries would be interested in applying for funding,		



	<p>please feel free to visit our LibGuide for more details, www.wnylrc.libguides.com/chia</p> <p>b. CE - Erin Vest – The CE Committee is currently working on putting together the 2022 Intersect Unconference. A poll to decide the theme was held earlier this year, and the winning theme was Libraries as Evolving Organisms. The event will be held on Friday, October 7. We are planning to hold the unconference in person again for the first time since 2019. Venue details are currently being finalized, but it will be held in Buffalo and at a WNYLRC member site, which is exciting. Round 1 of idea submission ended last Friday, and our committee met on Monday to review the Padlet responses. Invitations for Round 2 proposal submission will be going out by the end of this week. We will begin advertising the event next month and hope to have a finalized schedule by July. Otherwise, the CE Committee just sponsored a workshop, Introduction to Creating Makerspaces in Libraries, presented by Jordan Smith, manager of the Launch Pad Makerspace at the B&ECPL Central Library. The event seemed to be well received. It was great to be able to add to our CE offerings.</p> <p>c. EDIAr – Emily Carlin -</p> <ul style="list-style-type: none"> • The Board of Trustees approved our proposed Diversity Statement • We hosted an event on Race, Privilege, and Perspective with Open Buffalo • We hosted a webinar with Justice for Migrant Families • We helped H2C fund diversity grant for diverse book purchases • We drafted a statement of support after the Jefferson Ave. Tops racist mass shooting • Plans for the coming year are: 1) host more professional development events and 2) offer scholarship for professional development for POC library workers, including a scholarship for the 2022 WNYLRC Unconference. <p>d. HS2C – Molly Maloney – Completed revision of committee charge in November 2021. Launched the pilot year of the Diversity in Collections Grant in</p>	<p>Heidi will share diverse books press release</p>	
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	<p>December 2021. Submissions closed on February 18, 2022 with 28 on-time submissions and two additional late submission. Committee developed a basic rubric for evaluation of each application based on the requirements outlined in the grant itself. Each application was reviewed by the committee members. We held open discussion sessions for any questions about the rubric or applications. We identified the top five applicants to receive the awards: four funded by the HS2CC budget and one funded by the grace of the EDIAr Committee. All grant recipients have been notified and we are in the process of arranging "big check" award photos to be followed up with additional photos once the books and outreach plans are in place. We were thoroughly impressed by the level of interest in this grant and are committed to its continuation. To do so, we have requested an increase in budget to allow for five \$500 awards.</p> <p>The committee will also be revising the grant document and rubric used for the second grant cycle. The committee is also working on the next step for the existing Information Literacy Skills Checklist with plans to build a LibGuide dedicated to resources on "Graduating Information Literate Students" that would include exit skills high school graduates would benefit from for futures either in higher education or the workforce. The committee has begun to account for the impact of this work on the future development of our existing professional develop session in terms of content as well as moving to virtual formats to reach wider audiences.</p> <p>e. LEAP – Michelle LaVoie – This past year the Library Education Advancement, and Partnerships (LEAP) Committee, formerly the Advocacy Committee discussed several ways we can help fulfill our charge to be a resource to the library community as outlined in our charge found on the LibGuide. We were interested in developing a video or series of videos that would showcase different types of libraries and their strengths in the region – put on hold due to constraints of resources. We have also been working towards</p>	<p>with Sheryl to share with board.</p>	
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creating a static (hard copy) and an interactive (digital) visualization of the numbers and types of libraries in the region. We are creating an RFP for the poster (hard copy) version to be distributed to graphic design students in area colleges and hoping to get submissions after that. The digital version will expand on this initial version that will be distributed throughout the region in the coming year. We have also been discussing the possibility of getting involved in regional asset mapping of libraries – to help quicken response times for library advocacy work as well as a possible Fall “hard hat tour” of libraries with local and state government and business leaders – to draw attention to the role libraries can play in future funding and programming with the IIJA dollars

f. Preservation – Jason Barone – Podcast from the Past is looking for applications, please volunteer if you have an item in your collection that you’d like to highlight. The Preservation Institute will occur in the last 2 weeks of July and 1st two of August. This program will showcase ways to make digitalization and archival standard preservation accessible and affordable for institutions without expertise or a large budget.

g. RAC – Alison Farinacci - In January RAC approved just under \$44,000 in RBDB grants. Chautauqua-Cattaraugus, Daemen College, Lee-Whedon Memorial Library, Niagara Community College, Niagara Community College, Niagara Falls Public Library, Theodore Roosevelt Inaugural Site. A task force has been revising guidelines and rubrics for use in the next round of grants that will start in July 2022. \$40,000 is expected to be available unless more is granted in legislation. RAC will be dissolved in July 2023.

h. RSC - Barb Biljan - AcademicShare statement is now posted on participating member sites; [FAQ is also available](#). Consortia LibWizard project will come to an end in June 2022; however, content will be exported to individual library LibWizard platforms. 10% discount will remain for member libraries who choose to purchase individual subscription. Continued work on the salary



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	<p>survey; project includes 17 WNY libraries with data back to 2006. Some hiccups with hiring a student to work with the data, but project is still on track. Revised our standing committee charge to align with the new template. Held a joint meeting with RAC in March to discuss the future impact of that committee on RSC. Members of RSC agreed to explore RAC becoming a subcommittee of RSC that would continue to review proposals and distribute grant money. Most recent RSC project involves planning a Controlled Digital Lending (CDL) Virtual Workshop/Conference. Current plans include 2-3 speakers and a lightning round to be held late summer.</p> <p>i. WNYLSS – Jenn Northup – WNYLSS recently changed their name and updated their charge. Mei Grierson and Sarah Patton are now co-chairs and will be organizing a meeting to determine goals for 22-23. We are hoping to do more Virtual “Getting to Know You” networking events and work with Caitlin Kenney to organize CE opportunities geared for support staff.</p>		
Other Business	Not discussed.		
Fall 2022 Meeting	Not discussed.		
Adjournment 11:52 PM	Meeting was adjourned at 11:52 PM, to allow for quick break before new committee member orientation.		