SCRLC Advisory Committee on Information Technologies and Services
Tuesday, January 17, 2023
11:00 AM Zoom Room
Minutes

Present: Doyin Adenuga (Houghton), Erika Jenns (STLS), Peter McCracken (Cornell); Mary Ann Munroe (GST BOCES), Susanna Van Sant (TC3), Claire Lovell, Mary-Carol Lindbloom.

- **Welcome and Introductions** were made.

- Notes from Last Meeting, May 16, 2022

- **2023-2024 Technology & Digitization Grant Applications**
  - Ryan Perry of CLRC, who has served as an external reviewer of SCRLC grants for several years, had made suggestions for changing the grant process. To summarize, he suggested stream-lining the documents, moving some questions (like copyright clearance) to the mandatory project narrative rather than the option Digital Project Plan), and retooling the rubric to better reflect the priorities of the council's funding.
  - Claire and Mary-Carol discussed possible changes and put them in this document: Digitization Grant, 2023-2024 with supporting notes in this document: Reconsidered Grant application for 2023.
    - The relevant goals from the most recent Plan of Service were highlighted, with priorities for digitization funding arranged to serve those goals:
      1. Increased public access to historical materials
      2. Collections that reflect historically oppressed and marginalized peoples
      3. Comprehensive history of South Central NY
         e.g. directories, yearbooks of entire communities
      4. Geographic representation
      5. Innovative projects
         e.g. HistoryForge, ESIE projects
      6. New or infrequent contributors
         e.g. extra point for organizations who rarely get money from us
  - Claire suggested SCRLC applications be limited to digitization projects only. The application currently has options for Information Technology, Metadata,

Workshops, Equipment/Software, and Resource Sharing in addition to Digitization and Newspapers. Rationale for the change:
- Information Technology and Equipment are rarely, if ever, able to increase public access for a wide range of people, as is the number one priority of our grants.
- Workshops are rarely able to serve the region widely, either. SCRLC would rather have members interested in doing workshops work with the Council to offer something regional.
- Non-digitization project applications are rarely submitted. They could eventually be funded by Dolphin Cove money, a project approved by SCRLC's board pre-pandemic.
- Peter and Susanna recommended limiting the projects to digitization. Doyin suggested we put some money (10%) aside for workshops and other projects and offer that separately.
- Mary Ann noted that we have very few staff, so we should focus on the best use of our funding and time.
- Mary-Carol and Claire had developed a new draft of a scoring rubric for the grant application. For the range of points, examples were included to help the external reviewers use their best judgment. These examples will be private to the external review committee. Susanna appreciated the examples. She noted that the benefit of having a committee is to discuss ranges and considerations like this.
- Claire will redesign the rubric for the application to include these new point ranges for things like DEIJ and geographic representation.
  - We will keep some of the existing points, like the relationship to the Plan of Service. As an example, an application could tie in sustainability as part of their project or subject. Peter noted we should keep extra points for collaboration (with members or with non-members), since part of our Plan of Service goals is to encourage collaboration in our region.

- **Newspaper Digitization**
  - We've had members join on a very temporary basis (1-2 years) in order to get funding for a single newspaper digitization project. It takes staff time to chase down membership renewals. [Recent newspaper grant projects are here.](#)
  - STLS supports a grant application for newspaper digitization for one of their members each year, and this seems like a solid strategy for all three public library systems, unless a public library has material to contribute in addition to newspapers. Mary-Carol will discuss this with the other two system directors.
  - Erika suggested adding a note in the application to ask if the project is a one-off project or one of many that the organization plans to pursue.
  - Mary Ann suggested members should be required to be a member for a certain period of time before being able to apply for grant funding.
  - Mary-Carol noted the membership conversation over email with Claire and Danna Harris about the existing board policies, which specifies that members

must be in good standing to get member benefits. Surely this would include the final 10% of grant distribution (i.e., for a member that hasn't paid their renewal invoice in 6 months). Mary-Carol suggested we also address this in the grant contract, i.e. remind applications of their obligation to be a member in good standing.

Electronic Resources

- EBSCO Statistics
  - We pay for two databases from EBSCO: Literary Reference Center and Consumer Health Complete.
  - Literary Reference Center offers our schools and public libraries something of value they can't find for free elsewhere. [Recent use is viewable here.](#)
  - Consumer Health Complete is not used often (i.e., approximately 2300 sessions per year). Most of its content is similar to the free, easy-to-use MedlinePlus.gov material.
  - Consumer Health Complete costs over $19,000 for those 2300 annual sessions. [Recent use is viewable here.](#)
  - We've repeatedly asked EBSCO for marketing materials (specifically in all languages covered–English, Spanish, Vietnamese, and Simplified Chinese) but to no avail.
  - Peter agrees that the use and return on investment is very low for the price.
  - Mary-Carol wondered what we could do with that extra $19,000 (note it is funded out of the Medical Information Services Program). Save? More grants? Niche Academy?
- Niche Academy
  - This is a platform requested by 4CLS as part of ARPA. We paid for April through December 2022 with ARPA funds. We never found the time to build out videos or customized "Academies," but the vendor is responsive and the platform does look appealing and useful.
  - Our subscription for South Central was $6,000 for 6 months. Mary-Carol is waiting on an answer about how much a regional subscription would cost.
  - Tompkins County Public Library has their own subscription, seen on the right here: [Home | Tompkins County Public Library (tcpl.org)](#) and 4CLS has their Niche Academy linked from their Research Center here: [Home - Research Center - LibGuides at Four County Library System](#)
  - Mary Ann noted that everyone in the schools wants to add sound to slides when doing things like these tutorial videos. SlidesAbound does this but is expensive.
- NOVELNY
  - Mary Ann suggested we save the money from canceling Consumer Health Complete in case NOVELNY is defunded. It will be a huge impact for school librarians if those resources (like Gale) go away. The coordinator in Erie, comparable to GST BOCES, got a quote for just the Gale resources, and it was an astronomical amount: $650,000.

- ○ NYSL pays $2.6 million for NOVELNY and NYSL has budget issues this year.

- ● Trustee Training
  - ○ Erika has to track the mandatory trustee training, but she can't tell based on YouTube statistics if the trustee (or which trustee) actually watched the videos. She asked if Niche could track that. Mary-Carol has relayed that question to Niche and is waiting for a response.

2023 Meeting Dates
- ● Committee members agreed that standing dates are helpful.
- ● We'll need to meet to review the grant in April.
  - ○ Outside review committee will meet the week of April 17.
  - ○ Recommendations need to be in the Board packet by May 12.
- ● **Next meeting: Tuesday, April 25 at 11 a.m.**

Updates
- ● **ARPA.**
  - ○ It's the final reporting time. Mary-Carol will be sending out the school library system's reporting information within the next day. PLS reports were sent. Claire will be working with the museum-library projects.
- ● **Digital Services.**
  - ○ Claire's busy and there is an abundance of new collections!
- ● **Southern Tier Digital Equity Coalition.**
  - ○ Our digital equity coalition is underway and includes 8 counties and all three systems. The DE coalitions tend to follow the economic development or supreme court regions. SCRLC's region has gotten chopped up but we plan to involve our members in other coalition regions as we can and it makes sense.
  - ○ Erika would like to join in. Her director, Brian Hildreth, has been very involved.
- ● **SCRLC Staffing.**
  - ○ Our new Outreach Services Librarian (DEIJ/HLSP/ Resource Sharing), Christine Brown, started in November and is already doing a lot.
  - ○ Jessica is still on leave but will be back in July

Committee Members
- ● Do we need more committee members? We can go up to 12.
- ● Erika suggests someone from a museum or historical association. Mary-Carol wondered about Rakow (though they've been without a director and some other key staff). Claire suggested Deb Mckenzie of Edmeston Museum. She works at Bassett Healthcare as an administrator as her day job.

CE Ideas
- ● We have Educause lined up to discuss the new Horizon Report (May 18).
- ● Bryan Alexander will most likely speak on sustainability and libraries maybe in February.

- Herbert Alexander, Chief Diversity Officer of Cayuga Health System will present a program on trends as seen through DEIJ (he facilitated the Board Retreat in July).
- Please send other ideas to Mary-Carol.

Institutional Repositories
- Mary-Carol described ESLN AIR, a statewide project to use a platform called Ubiquity. Academic librarians have been sent information about it. There are deep discounts available through ESLN.
- More information: ESLN AIR Project Demo (rrlc.org)

Other
- Mary-Carol noted that SUNY Cortland is now a university.

Next Steps.

- Claire and Mary-Carol will work on the application and cover letter and send them out to everyone for a final look before posting to the Board documents on January 27.

Next meeting: Tuesday, April 25 at 11 a.m.

Minutes taken by Claire.