

January 21, 2022

TO: RAILS Board of Directors

FROM: Committee Chairs

SUBJECT: Committee reports – January 2022

### Advocacy Committee Report- Chair Robin Helenthal

The committee met on Thursday, December 9, 2021 / Next meeting: Thursday, January 13, 2022

The committee thanked Robin Helenthal for taking over as committee Chair and welcomed new member, Amy Walsh, as a school representative. The members reviewed past and future advocacy efforts. There was a discussion on schools and the need to advocate that the Media Literacy unit, which is a requirement for the 2022-23 school year, be taught by a school librarian. Mary Witt shared the results of the My Library Is campaign survey, which revealed that libraries are concerned about funding for staff, buildings, and technology. The committee discussed the benefit of working with the ILA Trustee Forum.

Next steps, activities, or follow up as a result of the meeting discussion:

- Report on the ILA efforts regarding the Illinois Secretary of State election
- Update on statewide database legislation
- Legislative updates
- Potential additional Advocacy Committee member
- Media Literacy curriculum advocacy

### Universal Service Committee Report - Chair Susan Busenbark

The committee met on Thursday, December 9, 2021 / Next meeting: March 10, 2022.

Deirdre Brennan reported that the ILA Executive Board voted to work on two proposals: the expansion of broadband for public libraries and equitable e-book pricing for libraries. RAILS will continue to advocate for the Cards for Kids Act and a statewide database. RAILS created a statement on universal service that will be formally submitted to the state library. Greg McCormick announced that the Illinois State Library Advisory Committee (ISLAC) will be reappointed in the near future. Gail Bush reported that there is progress on getting libraries included on real-estate listings through Midwest Real Estate Data, (MRED). Deirdre Brennan reported a productive meeting with Senator Laura Murphy. Their discussion focused on the amendment on the Cards for Kids Act and the statewide database proposal.

## Consortia Committee Report-Chair Paul Mills

The committee met on Monday, January 10, 2022/ Next meeting Monday, April 18, 2022

The committee chair gave an update on the LLSAP Sustainability Working Group progress. At the October meeting, a change in the FY2023 LLSAP Support Grant was announced. Service costs would not be deducted from the award but phased in beginning with FY2024. This change applies to PrairieCat, RSA, and SWAN where service costs would be deducted from the support award. Note deductions for RSA personnel costs are still applicable.

Staff from Auto-Graphics presented on the SHAREit MARCIt cataloging utility that could connect to out of state resources for cataloging records. The working group identified next steps and data that would be beneficial to collect.

In November, Grant Halter, RAILS Data Analysis Manager prepared a funding data report for LLSAP public member libraries statewide. The analysis compared public library operating expenditures per Capita, LLSAP fees per Capita, and LLSAP fees and operating expenditures per LLSAP. The data also compared LLSAP service population, operating expenditures, LLSAP fees in contrast to the other LLSAPs. The group also looked at data on services offered by each LLSAP, which revealed that different consortia include significantly different services and products in their billing formulas. This can mean that any cost comparisons across consortia require a deep dive into what is being provided and charged for. Finally, group reviewed LLSAP operational costs and services offered. All the aforementioned data will help inform the work moving forward.

The group agreed to extend the timeline and meet through December 2022 as the work is complex and necessitates a clear and shared understanding to develop a plan.

The Consortia Committee members discussed criteria for libraries joining LLSAPs. The topic originated from the working group discussions. There was consensus there needs to be a balance between encouraging libraries to join a LLSAP yet not have unintended effects detrimental to the LLSAP's sustainability, place a burden on existing LLSAP members, and long-term library affordability.

The members also discussed patron-facing catalog discovery layer software. Most of the consortia are in some phase of researching or actively testing new options for discovery. Members had an opportunity to review the committee charge for any needed modifications and agreed that there are none needed at this time.

## EDI Committee Report - Chair Dianne Hollister

The Committee met on Tuesday, January 11, 2022. The next meeting is scheduled for March 30,

EDI consultant Biz Lindsay-Ryan gave a training titled, Navigating EDI: Foundational Frameworks. RAILS will prepare a draft EDI Committee Agreement for review at the next meeting. The committee engaged in an active conversation regarding the draft "I Am" demographic survey which will collect data of the identity makeup of the committee members. There was an overview of the draft application for the cohort model of EDI training for the RAILS membership. The cohort model will be promoted in February/March and launched in the Fall. All three EDI subcommittees included their reports in the meeting packet. The RAILS Report was introduced as a comprehensive list of EDI work, services and continuing education being done by RAILS as well as other groups.

### ➤ **Programs, Services & Outreach Subcommittee**

The subcommittee met on September 28, 2021 and December 14, 2021. On September 28 Monica Harris reported on the details of the presenter list tool. Members discussed ways to improve the tool. Biz Lindsay-Ryan provided feedback. The priorities are to fine tune the existing presenter list tool, add an Inclusivity section to provide tips, and prepare for potential challenges by forming a team to review issues that are reported. The tool will be tested by a focus group. Monica Harris will work with RAILS staff and committee members to improve the tool based on the members' suggestions and the feedback from the consultant. RAILS will put together a focus group to test the presenter list tool. The focus group will consist of a diverse selection of library staff, members of the BIPOC committee and 4-5 presenters.

At the December 14 meeting the subcommittee discussed the open letter from two members of the EDI Committee that was shared with everyone and the direction that the full committee would be going. There was a discussion on how to make sure the committee is diverse and attracting POC, how to get the word out, etc. Biz Lindsay-Ryan and Joe Filapek gave updates on what is planned for the committee, future recruitment, and meetings. Monica Harris gave an update on the presenter directory which RAILS staff will be finishing up and hope to go live mid-2022. The full EDI committee will get a chance to see and comment on the tool before it goes live for all RAILS members.

### ➤ **Recruitment, Hiring & Retention Subcommittee**

The subcommittee met on September 29, 2021 and December 8, 2021. The September meeting focused on the strategic direction and discussing the open letter submitted by subcommittee members. Areas of concern focused on committee representation, training, project work, practices, and expectations.

At the December meeting subcommittee members were given the opportunity to weigh in on potential deliverables for RAILS to consider surrounding retention. Feedback included:

- Mentorship or buddy system programs
- Best methods to retain new hires and seasoned employees
- Create a welcoming inclusive environment
- Training employees to build a greater organizational culture

All members agreed that a baseline knowledge of EDI training would help in fine-tuning the EDI work and help with additional ideas associated with retention.

➤ **Staff Training, Leadership & Advocacy Subcommittee**

The subcommittee met on October 5, 2021 and on December 7, 2021. On October 5 there was a conversation regarding an open letter from two EDI Committee members that focused on four areas of concern the members had regarding the EDI Committee: member representation, shared commitment to learning, meeting engagement and the want for more detailed information on each subcommittees progress. The committee had an active discussion on proposed solutions. Reports were given on the four priorities the subcommittee is working on, along with next steps on each project.

At the December 7 meeting there was a discussion on the EDI Committee's commitment agreement and the identity survey. There was an update on the EDI cohort training model for RAILS member libraries with a plan to launch in the Fall of 2022. The subcommittee has transitioned to an advisory role and will no longer hold regular meetings, but if a future need arises a subcommittee meeting may be scheduled. The previously created four priorities were finalized and passed off to RAILS staff.

1. **Finding and Using an Equity Lens:** The Equity Assessment Guide created by Victoria Blackmer will be given to the RAILS EDI Staff Climate Team to access and determine its internal use.
2. **Bystander Intervention Training:** RAILS staff will meet with a bystander intervention trainer in mid- December. The plan is to offer bystander intervention training for the RAILS membership in early 2022.
3. **EDI Board and Administration Training:** RAILS staff previewed the presenter's database from the Programs, Services & Outreach Subcommittee that ultimately will include a list of EDI trainers.
4. **EDI in Marketing and Messaging:** The subcommittee compiled resources on the topic of EDI in marketing and messaging. The resources are on the shared Google Data Studio report.

**Resource Sharing Committee Report - Chair Charm Ruhnke**

The Committee met on Tuesday, January 11, 2022. / Next meeting Monday, February 14, 2022

Monica Harris reported Explore More Illinois has opened up again and explained how RAILS's Web Accessibility Voluntary Product Accessibility Template (VPAT) web page helps libraries with web accessibility. Harris also talked about RAILS's ongoing partnership with AISLE and meeting with the Illinois Heartland System to discuss ways to assist school libraries. The committee reviewed the delivery report noting that AV and Children's circulation have been slightly down.

Leila Heath gave a report on RAILS e-resources and e-content. Joe Filapek reviewed the Cards for Kids Act, passed in the summer of 2020. Filapek showed members where to access the Illinois State Library's web page that covers the amendments made to the Administrative Rules and the FAQ sheet for more information.