

Texas State Library and Archives Commission

Monday, February 13, 2006

Minutes

The Texas State Library and Archives Commission (TSLAC) met on Monday, February 13, 2006 at 12:30 p.m. in room 314 of the Lorenzo de Zavala Archives and Library Building, Austin, TX.

Commissioners Present: Sandra J. Pickett, Chairman
Sharon Carr
Diana Rae Hester Cox
Cruz G. Hernandez
Martha Doty Freeman
Sandra G. Holland
Sally Reynolds

Commissioners Absent: None

Staff Present: Peggy D. Rudd, director and librarian
Edward Seidenberg, assistant state librarian
Michael Heskett, director, State and Local Records Management
Ava Smith, director, Talking Book Program
Deborah Littrell, director, Library Development
Donna Osborne, director, Administrative Services
Chris LaPlante, director, Archives and Information Services
Beverley Shirley, director, Library Resource Sharing
Manuel Alvarez, director, Information Resource Technologies
Erica McKewen, public information officer
Tracy Kuhn, executive assistant

Guests Present: Amy Trost, Sunset Commission
Louise Saxon

A quorum being present, Chairman Pickett called the meeting to order at 12:30 p.m. Chairman Pickett welcomed commissioners, staff and guests and noted presence of recently-appointed Commissioner, Sally Reynolds.

1. APPROVE MINUTES OF SEPTEMBER 19, 2005 AUDIT COMMITTEE AND COMMISSION MEETINGS AND NOVEMBER 30 TO DECEMBER 2, 2005 COMMISSION MEETINGS.

Commissioner Carr moved to approve the minutes of all meetings, as amended. Commissioner Holland seconded. **Motion Passed.**

Changes to the Full Commission Meeting minutes on September 19, 2005 were noted.

2. PUBLIC COMMENT.

There was no public comment at this time.

3. REVIEW OF CONSENT AGENDA: NON-SUBSTANTIVE CORRECTIONS IN OTHER AGENDA ITEMS SUCH AS SPELLING, NUMBERING, PUNCTUATION, GRAMMATICAL, OR OTHER REVISIONS.

Non-substantive corrections to other agenda items were noted.

4. CONSIDERATION OF COMMEMORATIVE RESOLUTIONS.

Chairman Pickett read a resolution in memory of Lois F. La Bauve who passed away in October 2005. Commissioner Cox moved to adopt the resolution. Commissioner Holland seconded. **Motion passed.**

Chairman Pickett read a resolution on the retirement of Arthur Edwards, who served for 22 years in the employment of the agency. Commissioner Reynolds moved to adopt the resolution. Commissioner Carr seconded. **Motion passed.**

Chairman Pickett read a resolution in recognition of former Commissioner Elizabeth Sanders Saegert's service to the state as a commissioner for six years. Commissioner Holland moved to adopt the resolution. Commissioner Carr seconded. **Motion passed.**

Chairman Pickett read a resolution endorsing the establishment of the 10² Club to recognize Talking Book Program patrons who are 100 years or older. Commissioner Hernandez moved to adopt the resolution. Commissioner Carr seconded. **Motion passed.**

5. REPORT OF THE DIRECTOR AND LIBRARIAN.

Peggy Rudd addressed the commission and reported on the following:

- *Outreach and public awareness activities of the Talking Book Program*
- *Library Resource Sharing division activities including the National Leadership Grant awarded to the agency for the Texas Heritage Digitization Initiative*
- *Library Development division activities including announcement of Gates Foundation Public Access Computing-Hardware Upgrade grant.*
- *The Information Resources Technologies division were finally able to establish robust connectivity to the Sam Houston Regional Library and Research Center in Liberty.*
- *State and Local Records Management held its Seventh Annual E-Records Conference in October 2005 with over 250 attendees.*
- *The agency received a \$25,000 grant from the National Historical Publications and Records Commission to conduct an assessment of the damage to historically valuable records affected by Hurricane Rita and will conduct a conference on lessons learned in Houston May 18-19, 2006.*
- *The agency participated in the National Book Festival and the Texas Book Festival*
- *Key meetings, activities, conferences and speeches*

6. DISCUSSION OF PLANS TO RENOVATE AND MODERNIZE THE LORENZO DE ZAVALA BUILDING.

Peggy Rudd informed the commission that the architects chosen for the building renovation, Bailey Architects of Houston, have begun the research phase of the project. Building inspections, interviews with staff and a myriad of other activities were ongoing during the initial stage of the renovation process. The team expects to present a preliminary plan for the building near the end of March. The first priority is to add additional archive space and upgrade the mechanical and electrical systems in the building.

7. REVIEW OF TOPICS NEEDING FOLLOW-UP TO DECEMBER 1-2, 2005 MEETING.

Deborah Littrell informed the commission that an informal survey of public library directors indicated that the impact of extending the certification requirements would be modest, if given sufficient advance notice.

8. REVIEW AND APPROVE ACCEPTANCE OF GIFTS GREATER THAN \$500.

Peggy D. Rudd reported that gifts greater than \$500 received for the period ending January 20, 2006:

The Library Development Division received an additional \$5,274.00 from the Tocker Foundation on January 11, 2006. This is in addition to the \$76,004 previously given to the agency by the Foundation for the purpose of providing required matching funds on behalf of specific libraries in Texas that are eligible for computer upgrades under the Gates "Staying Connected" grant. The grant program is being administered in Texas by TSLAC. The donation from the Tocker Foundation will ensure small libraries with limited funds can still participate in the grant program.

The State and Local Records Management Program received \$781.46 on December 6, 2005, and \$815.97 on January 19, 2006, from Cingular/AT&T Wireless Services. These are donations to the agency relating to their cellular phone tower on agency property located at 4400 Shoal Creek Blvd., in Austin, Texas. The donations are in conjunction with an easement and lease agreement made with the General Land Office.

Commissioner Carr moved to approve acceptance of this gift; Commissioner Hernandez seconded. **Motion Passed.**

9. REVIEW AND APPROVE CONTRACTS GREATER THAN \$100,000.

Manuel Alvarez informed the commission that the agency must enter into an interagency contract with the Department of Information Resources (DIR) to continue the effort of consolidating the agency's data center and its services as mandated by the 79th Legislature in HB 1516 which requires state agencies to consolidate such services and to enter into an interagency contract with DIR by the end of March 2006. The contract amount of \$482,891 is based on the dollar value of the resources including personnel that the agency currently requires to deliver the services that will be contracted once a provider is selected by DIR and the services migrated over to that provider.

Commissioner Hernandez moved to approve the contract with DIR; Commissioner Carr seconded. **Motion Passed.**

10. CONSIDER AUTHORIZATION TO PROPOSE AMENDMENTS TO RULE 13 TAC 1.77

Deborah Littrell requested approval from the commission to post proposed amended rule, 13 TAC 1.77, regarding local government support, in the Texas Register. Commissioner Holland moved to approve; Commissioner Hernandez seconded. **Motion passed.**

11. CONSIDER AUTHORIZATION TO PROPOSE AMENDMENTS TO RULES 13 TAC 8.1 AND 8.5

Beverly Shirley requested approval to publish proposed amendments to 13 TAC 8.1 and 8.5 in the Texas Register, regarding criteria for public school library participation in the TexShare purchasing program. Commissioner Carr moved to approve; Commissioner Reynolds seconded. **Motion Passed.**

12. UPDATE ON SUNSET REVIEW PROCESS.

Ed Seidenberg informed the commission that the agency's sunset review process will begin in March 2006 and introduced Amy Trost who will be the Sunset Commission's project manager for the process.

13. DISCUSSION AND SCHEDULING OF FUTURE MEETINGS.

Ed Seidenberg reviewed future commission meetings. The commission will meet April 26 during the Texas Library Association's annual conference in Houston; future tentative meeting dates were discussed.

14. REPORT ON THE PRELIMINARY RESULTS OF THE SURVEY OF ORGANIZATIONAL EXCELLENCE.

Ed Seidenberg presented results of the University of Texas School of Social Work Survey of Organizational Excellence for the commission's information. No action required.

15. REVIEW AND RE-APPROVAL OF THE AGENCY'S FRAUD PREVENTION PROGRAM.

Ed Seidenberg presented the Agency's Fraud Prevention Program. Commissioner Hernandez moved to approve; Commissioner Reynolds seconded. **Motion Passed.**

16. REPORT ON AGREEMENTS TO RECOVER HISTORICAL DOCUMENTS FROM PRIVATE COLLECTIONS.

Chris LaPlante informed the commission that efforts and negotiations to obtain documents from the Republic of Texas era continue but nothing definite has been agreed upon.

Prior to adjournment, Chairman Pickett appointed Commissioner Cox to serve as Vice Chairman of the commission.

There being no further business, Chairman Pickett adjourned the meeting at 3:01 p.m.

Respectfully submitted,

Peggy D. Rudd
Director and Librarian

PDR:tck