

TexShare Advisory Board Meeting
10:30 AM until 2:30 PM on February 23, 2015
Tocker Learning Center, 2nd Floor
Lorenzo de Zavala State Archives and Library Building
1201 Brazos Street
Austin, TX

Minutes

1. **Welcome.** Gretchen Pruett welcomed board members and visitors. Persons in attendance introduced themselves. At the time the meeting began, there were not enough members in attendance for a quorum.
2. **Approve Minutes from November 10, 2014.** This item was postponed until a quorum could be reached. Returned to the item at 11:05, at which point six members were present, creating a quorum. The minutes from November 10, 2014 were approved, with ayes from: Tracey Mendoza, Gretchen Pruett, Alice Specht, Nancy Hill, Stephanie Fulton, and Jeanne Standley.
3. **Public Comment.** No public comment.
4. **TSLAC Update.** Mark Smith reported.

A. *Legislative Update*

TLSAC has attended two hearings with the Legislative Budget Board (LBB) staff. The agency's budget has been introduced at the baseline request, but with no exceptional items included. Mr. Smith thanked Jeanne Standley for attending both hearings and giving testimony in support of the Texas State Library and Archives Commission (TSLAC). There was strong support for the Shared Digital Content exceptional item, which includes funding for TexShare and TexQuest.

Board discussion highlighted these points:

- The workforce development exceptional item would be very popular with community college directors. There is some potential for these directors to advocate for the item.
- Mr. Smith and Deborah Littrell recently attended a meeting with the State Board of Education. They spoke about the importance of TexQuest, and received a very positive response.

5. **Statewide Digital Archives.** Mark Smith reported.

Texas has a number of digital initiatives being developed across many different entities, but there has been no attempt so far to bridge the systems. The Digital Public Library of America (DPLA) and the Institute of Museum and Library Services (IMLS) are interested in creating a platform that allows access to all of these different materials. Members of TSLAC advisory boards – the TexShare Advisory Board (TSAB) and the Texas History Resources Advisory Board (THRAB) are looking for ways to start a conversation between these groups to move the project forward.

Board discussion:

- Hardin-Simmons University is in the process of transferring their archives to an outside portal, as it is no longer feasible for the school to continue hosting it on their own. Many TexTreasures grant recipients are using the UNT Portal.

- IMLS has funded grants to other states for statewide digital archival initiatives. There was interest among board members to see a framework from IMLS on how such an initiative could work. After this legislative session is over, Mark Smith would like to invite IMLS and DPLA to TSLAC to discuss.

6. TexShare Strategic Planning. Deborah Littrell reported and invited discussion.

The TexShare strategic planning is done on a four year cycle. The next strategic planning session would take place in the spring of 2016 and look forward to 2020. TSLAC is coming up for sunset review during that time in 2019 with the process beginning during 2017.

The board discussed the four year cycle, which does not match up with the LSTA (Library Services and Technology Act) five year cycle. The four year cycle matches more closely to the Texas two-year legislative cycle instead. Four years is long enough that the next plan isn't always in progress, and it gives people a chance to act on decisions made in the current plan.

Pruett asked for a motion to support the TexShare Strategic Plan four year cycle. The motion was passed, with ayes from Mendoza, Hill, Standley, Fulton, Specht, and Pruet.

7. Tribal Libraries Affiliate Membership. Deborah Littrell reported.

TSLAC is working on a pilot project to bring two Tribal Libraries into the TexShare program as affiliate members. Most other states include tribal libraries in their resource sharing. All TexShare vendors have agreed to add the tribal libraries to the license through the end of the current cycle at no extra cost. At the end of the pilot project, tribal libraries would be required to pay the participation fee.

Pruett asked for a motion to approve the pilot project. The motion passed, with ayes from: Standley, Fulton, Hill, Specht, Mendoza, and Pruet.

8. Medical Libraries Cost Share. Pavi Rentz, chair of the Database Cost Share Working Group, reported.

The medical libraries in TexShare are changing: some are being added, some have merged, and some have separated. The Cost Share Working Group was asked to look at the current criteria for medical libraries and see if there needs to be changes made to how charges are assessed. Previously, medical libraries were bill in two tiers – large and small libraries. The working group recommends calculating fees by the same criteria as academic libraries:

- Number of users, as reflected by total number of student and faculty FTEs (for academic medical libraries), or number of people in customer base (for libraries of clinical medicine).
- Ability to pay, as reflected by resource expenditures.

The fees under the new formula coincide much closely to usage. The only two libraries whose fees went up significantly both have very high usage. There is expected to be more discussion of the cost share changes in the next TSAB meeting, giving the Medical Libraries time to express any concerns.

The board unanimously passed a motion to endorse the recommendation of the working group, with implementation to be determined by TSLAC, and discussed by the TSAB, at a later date. Voting members: Mendoza, Standley, Hill, Fulton, Specht, and Pruet.

9. TexShare Annual Report Results

Academic libraries are required to submit an annual report and there is voluntary response from public libraries. Overall responses are positive. There were a few specific comments, but the majority of responses are positive, with a few saying they don't use the TexShare program much. The Card program tends to get more responses along this line.

Pruett said that, from a public librarian perspective, an issue with the database program is that it's hard to get patrons started because the main page is so overwhelming. Being able to direct patrons directly to a specific resource would be extremely helpful, and with the Card program there could be an issue with funding and serving people who don't contribute to your funding stream. She also suggested a centralized place to track delinquent TexShare card holders.

10. Working Group Reports.

Deborah Littrell reported for the TexShare Card Working Group, on behalf of Lee Hilyer.

The TexShare Card Working Group has been actively contacting libraries new to the program to make sure everything is going well and they understand how the program works. They plan to take a look at the program policies and reword them to make them more clear and easy to follow.

One suggestion from the board was to designate a week for all participating TexShare libraries to promote the card program to their patrons. If successful, the same could be done for other programs.

11. Strategic Partner Reports

A. Education Service Center, Region 20. Deborah reported on behalf of Susanna Garza. TexQuest is off to a strong start, with 96% coverage across the state. The program is currently halfway through the billing cycle, and payment has been received from half of the participants.

12. Administrative Report. Deborah Littrell reported.

All federal guidelines have been compiled into a "supercircular" in the Code of Federal Regulations, which will be applied to any funds given out in SFY2016. The revisions require TSLAC to accept indirect costs in grant applications. The amount of money available for grants has not changed. TSLAC will be monitoring the effect of indirect costs on grant applications and awards.

IMLS has requested that TSLAC collect outcomes for LSTA-funded programs, including the TexShare Databases, to show how they benefit the people served. The Electronic Information Working Group (EIWG) has discussed methods of gathering this information. Starting February 23rd, library patrons will see a one-question survey when they visit TexShare. EBSCO will display a link to the survey, and Gale will have a popup. The survey is completely anonymous, with no link to the patron, library, or library type, and will run for two weeks at a time, twice a year.

Two libraries withdrew from the TexShare Databases: Kimble County Library and South Texas College of Law. One library was removed due to nonpayment: San Benito Public Library.

TexShare is described in multiple places across the TSLAC website. TSLAC would like to track down these instances and standardize the wording of the descriptions to the following, with some variations:

"TexShare is a consortium of Texas libraries joining together to improve services to Texans. TexShare services are intended to help every member library fulfill its unique mission, and it enables libraries to offer a broader range of materials and services than any single library can provide."

Suggestions and feedback from board members and partners included:

- Changing language to "broader depth and range of resources, materials, and services."

- In addition to the mission statement, also include a vision for the future.
- The statement seems geared towards libraries, but not to potential users.

The Commission approved the proposed changes in rules for eligibility for Libraries of Clinical Medicine. The rule changes are now official.

The next TexShare Advisory Board Meeting date was set for Monday, May 18th.

Present:

TexShare Advisory Board Members

Gretchen Pruett, New Braunfels Public Library

Tracey Mendoza, Alamo Community Colleges

Jeanne Standley, University of Texas at Tyler

Alice Specht, Hardin-Simmons University (*conference phone*)

Stephanie Fulton, UT MD Anderson Cancer Center (*conference phone*)

Nancy Hill, University of Texas at El Paso (*conference phone*)

Texas State Library and Archives Commission

Mark Smith, Director and Librarian

Deborah Littrell, Library Development and Networking

Kate Reagor, Library Development and Networking

Strategic Partners

Bonnie Juergens, Amigos

Alexia Thompson-Young, University of Texas at Austin

Guests

Pavi Rentz, Texas State University