New Mexico State Library Commission Report
February 5, 2020

Administration and Operations
Eli Guinnee
Joy Poole

Strategic Planning
We have completed a seven month strategic planning process focused on the development of ongoing strategic thinking within the State Library. From this process we have developed three-year goals and objectives as well as a new structure for ongoing design of user-based strategy. The user group focus will help us work across bureau boundaries towards common goals and proactive initiatives.

Poet Laureate
Levi Romero has been named the first state Poet Laureate. His official poet laureate desk will be in the new Poetry Center in the State Library. Tim Donahue, outreach librarian, is leading development of the Poetry Center and will be the primary liaison with the Poet Laureate. Among the projects planned this year is a podcast series documenting the travels of the poet.

Legislative Issues
Currently the House budget contains an extra $200k for library state grants in aid, as well as an additional $5M for the Rural Library Endowment Fund.

Tribal libraries are included in two bills that would provide funding for education in response to the Yazzie lawsuit.

A NM History Room Memorial, if passed, would direct the State Library to do a feasibility study of establishing a state history room in one library in every county.

A group of nonprofit libraries has received an opinion from the Attorney General addressing the anti-donation clause of the constitution and how it applies to nonprofit libraries. The opinion, while it reaffirmed that in some circumstances library nonprofits can receive funding, it did not address the central issue of nonprofit libraries receiving funding to maintenance and improvement of buildings they own.

NMLA is asking for $17.5M for GO Bonds for libraries, with the academic libraries asking for an additional $15M for one time IT improvements.

Library Legislative Day is January 31, starting at 8:30am with advocacy training.

Broadband
Richard Govea was hired as the Broadband Opportunity Manager in October. He and Joy worked on the pilot project for library broadband which is coming to a close with 9 libraries receiving higher speeds of broadband at a
discounted rate. 8 of those pilot libraries are in various stages of broadband equipment upgrades. A West Central Consortium was established with 3 libraries and 3 school districts.

Moving into 2020, a consortium of 7 libraries called the North Central Consortium is awaiting a quote for services for these libraries and the school districts. We will also start working with the Middle Rio Grande Consortium and Jemez/Zia Consortium for those tribal libraries in need of broadband equipment upgrades.

An additional six libraries are registered with USAC and poised to submit bid requests for both internet service and broadband equipment.

The $1 M in Library Broadband Infrastructure Fund is now available for reimbursements to libraries for the match.

Technical Services
Bradley Carrington

Accomplishments:

We are now a PCC CONSER member (currently undergoing a rigorous review) (Library of Congress Program for Cooperative Cataloging—serials cataloging program) and we are writing the Cataloging in Publication (CIP; another Library of Congress program) data for new books published by the University of New Mexico Press and Sunstone Press. We are the only state library in the CIP program; the New York State Library and the Connecticut State Library are the only other state libraries in CONSER.

We are now an OCLC Member Merge partner; we can merge duplicate records found in OCLC’s WorldCat database. Again, rigorous review was required. Deduplication helps catalogers and interlibrary lending staff to work more efficiently and accurately. The WorldCat database comprises almost 500 million records. The State Library of Oregon is the only other state library in the Member Merge program.

Our cataloging code, RDA (Resource Description and Access), just published a major revision ("RDA 2020"). The Bureau catalogers attended 12 update webinars. Brad completed the ALA ecourse on the Dewey Decimal Classification and WebDewey.

NMLA/MPLA joint conference: Joseph presented on the future of cataloging. Brad led the Cataloging Clinic (we cataloged phone chargers!) and organized the MPLA Reports from the States. We attended sessions on alternatives to LCSH and on controlled vocabulary for cataloging makerspace equipment. TSB helped with the Program Committee (Joseph, Margaret and Brad as Chair; Erica also on committee). TSB helped with the NMSL booth (set-up, break-down, staffing). Brad served biscochitos and coffee for the MPLA Board meeting and hosted supper afterwards. Brad finished 4 years on the Program Committee (the last 2 as Chair) and his term as the NM rep on the MPLA Board (3 years).
The SALSA consortium upgraded to Polaris 6.3. The New Mexico Coalition for Literacy (NMCL) withdrew from the consortium and the Museum of International Folk Art (MOIFA) seeks to join. Brad has been training the new librarian at the Museum of Art.

Brad took RFP training in July and has worked to get all of the approvals and permissions for conducting an RFP to merge our ILS systems (Polaris and Koha). The RFP scope will include deleting the NMCL records, adding the MOIFA records, and adding the Newhall Collection records. DCA has contracted with the City of Santa Fe for a long-term loan of the Newhall Collection, formerly of the College of Santa Fe. We hope to award the RFP contract by the end of FY20.

Since April the Bureau has been requesting approval to fill a long-standing staff vacancy (position 4832: Receiving, Processing & Distribution Associate). In March the position will have been vacant for 4 years! We have a critical backlog of unprocessed and undistributed state documents. For a month starting in mid-November we received 31 applications; extended interview invitations to 9 candidates; scheduled interviews with 6. We ranked candidates; interviewed reference contacts; and asked HRB on December 17th for permission to make an offer. We hope to fill this vacancy by the end of FY20.

Statistics:

- new bibliographic records: 18,555
- new item records: 20,453
- new serial issues (doesn’t include issues checked-in using textual holdings): 2375

OCLC/PCC:

- new records contributed to WorldCat: 129
- WorldCat master records replaced: 649
- our symbol NMS added to records (copy cataloging): 8088
- new NACO authority records: 74; edited NACO authority records: 30
- BIBCO authenticated: 90; BIBCO changed 91
- CONSER authenticated: 26; CONSER changed 54

State documents distribution:

- tangible items shipped: copies of 74 items shipped to as many as 21 repositories
- CONTENTdm files added: 50

Federal tangible documents added from UNM/NMSU: 1033

Rural Services
Marla Maestas-Valdez

LSTA

All Library Services Technology Act (LSTA) funded State Program Reports and Financial Statements were certified and submitted to IMLS by the December 31st deadline. Institute of Museum and Library Services (IMLS) will
provide any feedback on reports and request changes via Marla The 2019 LSTA Grant is open and providing operating funds for Rural Services and other programs funded by the IMLS Grant to States.

**Bookmobiles**

**Vacancy**

The Line Manager Supervisor position in Tucumcari has been vacant since the first week of November 2019. Recruitment to fill this position will be ongoing until it has been filled.

**Other News**

Bookmobile Northeast will be at the Legislature for Library day on January 31, 2019. The public will be able to get on the bookmobile to see what it looks like and speak with the staff about the Bookmobile program.

**Books by Mail**

**New Catalogue**

Books by mail is currently processing orders for new materials for the collection. When this is complete at the end of January, the new catalogue for Winter/Spring 2020 will be sent out to the public.

Marla Maestas-Valdez is cross training as backup for Books by Mail processes.

**Library for the Blind and Print Disabled**

**John Mugford**

**CIRCULATION ACTIVITY AND DEVELOPMENTS**

The introduction of Duplication on Demand (aka DoD or Scribe) audio book distribution technology beginning in October has considerably augmented circulation activity. As the circulation distribution transition began in September, totals decreased by about ten percent from the previous year; however, circulation increased by about 45 percent in the following months of October through December.

DoD is a relatively new distribution modality that duplicates multiple titles to one cartridge. Currently, participants average about five titles per cartridge and are allowed three circulating cartridges at one time. As duplication draws from the entire digital book collection of over 100,000 titles, demand is met readily.

As of January 1, over 300 patrons are participating actively with DoD. The library’s goal is to have all active patrons (approximately 2,500 to 3,000) participating by the end of September.

**APPLICATIONS**

During the September through December time span, 97 patrons established services and 94 discontinued. The National Library Service of the Library of Congress (NLS) essentially concluded its national outreach promotions in
August; however, it is planning to renew outreach in about another year. In the meanwhile, more precise tracking of referral sources is being implemented on the regional library levels.

NAME CHANGE

Beginning in October, the NLS officially changed its name from the National Library Service for the Blind and Physically Handicapped to the National Library Service for the Blind and Print Disabled. The primary rationale cited for the name change was to address the use of outdated language in the previous name and more clearly communicate the breadth of those served. The New Mexico program adopted this name change as of January.

DIGITAL BOOK RECYCLING

The yearly allotment quota of 225 boxes, equaling nearly 10,000 cartridges was achieved in December. The library is beginning to retrieve and box cartridges to meet quota requirements for 2020.

STAFFING DEVELOPMENTS

- Sam Lundberg attended an NLS orientation in October and completed his probationary year in November.
- In December, Erin Durbin-Sherer began in the Circulation Systems Associate position open since August.

RECORDING PROGRAM/VOLUNTEERS

The program has reached a total of 146 locally produced titles that have been uploaded to BARD (Braille and Audio Reading Download). Seven new titles were announced in the fall newsletter along with four retrospective conversions.

OUTREACH

In September, Tim Donahue and Sam met with the Commission for the Blind in Albuquerque to discuss DoD developments and application tracking. In October, Tim presented to the 20/20 group and attended the Veterans’ Administration “White Cane Day”—both in Albuquerque.

Library Development Bureau
Dale Savage
New position approved for Development Bureau: Continuing Education Coordinator. Hire date unknown at this time.

Infopeople courses, prepaid for NM public library staff:

- 46 library staff registered for courses since July 2019
- Courses include:
  - Basic Cataloging & Classification
  - Children’s Service Fundamentals
Consultant Visits:

- New Developing Library: Carrizozo
- Site Visits:
  - Aztec
  - Bosque Farms
  - Clovis
  - Cuba
  - El Rito
  - Estancia
  - Los Lunas
  - Magdalena
  - Mountainair
  - Placitas (new director visit)
  - Portales
  - Raton (Arthur Johnson Memorial Library)
  - Rio Rancho
  - Socorro
  - Truth or Consequences

Strategic Plans:

- New strategic plans for public libraries due by July 1, 2020
- Development presented 4 Strategic Planning Webinars, July-September, [http://www.nmstatelibrary.org/services-for-nm-libraries/continuing-education/ldb-webinars](http://www.nmstatelibrary.org/services-for-nm-libraries/continuing-education/ldb-webinars)

Carmelita Aragon – State Data Coordinator, State Grants in Aid:

- FY20 State Grants in Aid:
  - Library Commission gave recommendations on waiver requests at October 2019 meeting.
  - 95 of 98 recognized public libraries were eligible for FY20 SGIA
  - $990,000 split between the 95 eligible libraries
Full library allocation - $9,403.85
Branch library allocation - $4,701.92
Developing library allocation - $3,000.00

Entire amount of SGIA allocation must be spent by June 30, 2020

- Attended Continuing Education Forum, Austin TX, August 2019
- NMLA/MPLA Conference – organized Census preconference and presented in 2 other sessions, October 2019
- Attended State Data Coordinators’ annual meeting, Albuquerque, December 2019
- Data clean up of FY19 annual report underway for submission to IMLS in March 2020

Patricia Moore – GO Bonds Coordinator:

- 2016 GO Bonds
  - Open and available to public and tribal libraries through April 1, 2021.
  - Quarterly reports submitted to Legislative Finance Committee Financial Analysts as well as to DCA.
    - Public libraries have requested reimbursement for approximately 59% of the $3,000,000 allocation—a total of $1,745,766.
    - Tribal libraries have requested reimbursement for 30% of the $750,000 allocation—a total of $221,974.
  
- 2018 GO Bonds
  - Public libraries have a total allocation of $4,000,000, and increase of $1,000,000 over the 2016 GO Bond. The tribal library allocation remains at $750,000.
  - 2018 GO Bonds are not yet available to the libraries. Grant Agreements went out to the libraries in early August. Eight of the 97 Grant Agreements have not yet been returned. When all are received, State Library finance encumbers the GO Bond monies, POs are created, and libraries will have access to their allocations.
  - Libraries will have access to 2018 GO Bonds until April 1, 2022.
  - The 2020 Census will likely impact the Legal Service Areas and thus allocations for the 2022 GO Bonds.

- Attended NMLA and presented program for library directors

Deanne Dekle – Youth Services Consultant:

- 3 STEM to Read workshops: Taos, Deming, Portales. 42 attendees.
- Summer Reading workshops in November & December: Gallup, Espanola, Las Cruces, Artesia, Belen. 65 attendees.
- Summer Reading Catch-up Webinar [http://www.nmstatelibrary.org/services-for-nm-libraries/continuing-education/ldb-webinars](http://www.nmstatelibrary.org/services-for-nm-libraries/continuing-education/ldb-webinars)
- NMLA Presentations
  - Preconference program on storytelling for Summer Reading 2020
  - Summer Reading Roundup. 33 attendees.
- Out of state representation
  - National Book Festival, August 30-September 1 (Washington, DC)
- Collaborative Summer Library Program Board, September 16-20 (Indianapolis, IN)
- YALSA/COSLA Train the Trainer Workshop, September 28-30 (Seattle, WA)
- California Library Association Annual Conference, October 23-26 (Pasadena, CA)
- STEM to Read Trunks circulation: 1569 people

Faye Hadley - Tribal Libraries Program:
- Organized Tribal Libraries Program Retreat, September 9, Isleta Pueblo Library (18 participants)
- Partnered with MIAC’s Summer Reading Program, July 16-23 (309 participants from Jemez, Laguna, Ohkay Owingeh, Sandia, Santa Clara, San Idelfonso, and Tesuque Pueblos)
- Arranged testimony panel on Pueblo library capital needs at invitation of Legislature’s Indian Affairs Committee, September 10 (Farmington)
- Attended Library Board meetings at Torreon
- Participated in webinar for American Bar Association on Native Legal Resources
- Represented NMSL at regular NAL-SIG meetings
- NMLA presentation on Indian Legal Research
- Attended Treaty Workshops at Indian Pueblo Cultural Center
- Attended Archives training at Indian Pueblo Cultural Center
- Site visits
  - Cochiti Pueblo
  - Isleta Pueblo
  - Jemez Pueblo
  - Santa Clara Pueblo
  - Santa Ana Pueblo
  - Torreon (Navajo)
  - Zia Pueblo

Jeannie Whitehorse - Crownpoint Outreach Center (Navajo outreach):

July-December: 52 programs, 1527 attendees

- Programs included: financial literacy, computer training, numerous Summer Youth Employment Programs, Summer Reading Programs, Real I.D., etc.
- Locations
  - Eastern Agency
    - Torreon
    - Pinedale
    - Red Rock
    - Lake Valley
    - White Rock
    - Becenti
    - Smith Lake
    - Chichiltah
    - Baahaali
    - Crownpoint
    - Baca
  - Northern Agency
  - Fort Defiance Agency
    - Burnham
    - Two Grey Hills
    - Sheep Springs
    - Belcabito
    - Gadilahi
    - Newcomb
    - Sanostee
    - Upper Fruitland
    - Shiprock
    - Rock Springs
    - Twin Lakes
    - Crystal
- Attended NMLA and presented session on Winter Tales and More
Public Services Bureau
Lori Thornton
Personnel

- Reference/ILLiad Librarian – new librarian began August 12.

ILL Articles Plus Pilot Project

In September the State Library began a pilot project called Articles Plus for state employees for articles on demand so that they will have access to the latest research available for their work. The new service will deliver the articles they need quickly, cost effectively, and will be copyright compliant.

Archive-It

In September the government information team began investigating the use of Archive-It for state government websites. The State Library currently serves as the primary research library for state government, supports the information needs of state agency employees and collects, preserves, and makes accessible New Mexico related materials, including New Mexico state government publications. Today, the Internet is the face of government and many New Mexico state government agencies publish their information directly and only on the agency website, they no longer print publications. If the websites of these agencies are not captured and preserved, the record of New Mexico state government is lost.

Currently the State Library collects and distributes state government publications, including born-digital PDF publications as per New Mexico Statute and Title 1, Chapter 25, Part 10 of the New Mexico Administrative Code. Through a partnership with Archive-It, the State Library hopes to begin capturing state agency websites as well in order to provide New Mexico's citizens with comprehensive online access to the state's publications, social media and other digital content published exclusively on state agency websites.

Thirty other states are currently utilizing Archive-It to preserve their state government websites. Several state libraries have been archiving state government websites since 2005 and most have been doing so since 2010. With the annual addition of Archive-It services, the New Mexico State Library State Government Publications Program will be able to fulfill our legislative mandate to preserve state government information and make it accessible to the citizens of the state by providing harvesting, permanent preservation, and access services for the websites and social media content produced by New Mexico state agencies. In order to ensure that documentation of government activities is captured, preserved, and made available for future public access, it is imperative that the State Library begin capturing state government websites from all three branches of government.

Letters About Literature
Cancelled - the Library of Congress informed us that they would no longer support the Letters About Literature program. They are instead committed to developing new programs that fulfill their new strategic plan (https://www.loc.gov/strategic-plan/) and that, like Letters About Literature, will spur a passion for reading in today’s youth and help them to examine and expand their worldview.

Federal Depository Library Program - New Mexico eXchange

Three staff attended the annual New Mexico Federal Depository Libraries meeting in September where Government Publishing Office staff trained attendees in the new eXchange platform. After our training, state library staff developed a state plan for maintaining the comprehensive Federal collection in New Mexico, as well as for building the national comprehensive collection and our usage of eXchange to accomplish that task. We implemented the eXchange system statewide in January.

State Depository Library Program

The State Library held a webinar meeting with the New Mexico State Documents Depository libraries in September. There have been staff changes at the State Library as well as in depositories around the state. We brought everyone up to date with who is who and updated the contact list; discussed the format of the shipping list, a future update of the manual, and correct weeding procedures.

El Portal Refresh

Last summer the statewide databases were enhanced with updated product names and icons, and shorter URLs utilizing the HTTPS protocol. Trainings were scheduled in the summer for New Mexico library staff on the enhanced products and libraries were alerted about updating their library links to El Portal products. During the summer and the fall, working with Gale/Cengage, State Library staff began “refreshing” the El Portal platform and a sneak preview session was held at the NMLA/MPLA conference. Usability testing will be conducted with various libraries around the state in January. Further refinements will be made and implementation of the “refreshed” platform is set for February 2020.

Hours Extended

On January 2 the State Library extended hours to 11:00 in the morning, adding two hours each day to the time the library is open to the public. The library is now open from 11:00AM to 5:00PM, Monday through Friday.