

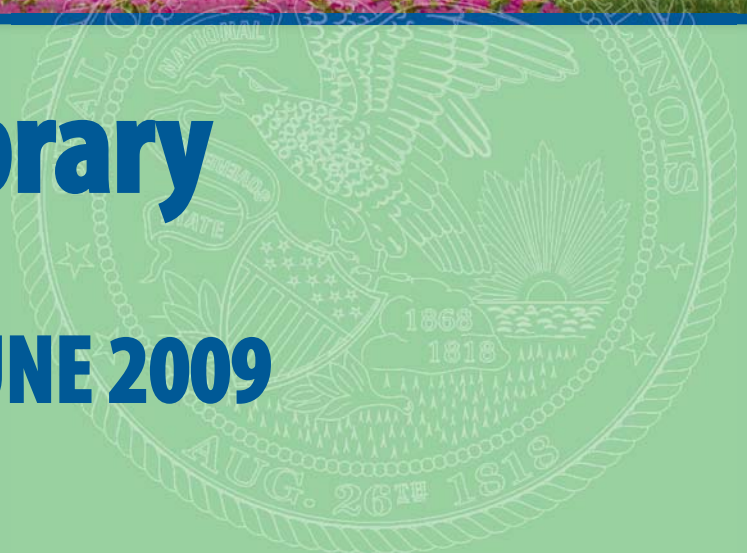


Illinois State Library

Strategic Plan: 2008-2011

PROGRESS REPORT – JUNE 2009

JESSE WHITE
Secretary of State & State Librarian



Strategic Goals and Objectives

GOAL 1: Promote the Use of Technology to Improve Library Services

The Illinois State Library recognizes technology is the foundation of its services and programs. The State Library will use the best available technology to better serve its users.

Objectives

- Better serve statewide user needs by seeking the latest technology.

Accomplishment: *The State Library has awarded a number of important grants to enhance technology. These include “In Sync With Technology” LSTA grants.*

- Ensure that grants awarded by the State Library foster the best application and use of technology by libraries.

Accomplishment: *The Strategic Plan for Technology & Telecommunications for Illinois Libraries at www.cyberdriveillinois.com/departments/library/whats_new/pdf/sstrategic_plan.pdf seeks to ensure that offerings are developed in concert with the action plan. The plan is revised annually.*

- Continue to support statewide and regional library system databases.

Operational Example: Lincoln Trail Libraries System’s local library System Automation Program

Accomplishment: *In FY09, the State Library targeted funding to add libraries to the regional library system databases.*

- Encourage participation in statewide virtual reference.

Operational Example: Ask?Away Internet-based reference service

Accomplishment: *The State Library has arranged Ask?Away pricing for libraries and funded a staff member to coordinate this effort. Financial support from the State Library will end as scheduled in July 2009. Several solid implementations of Ask?Away have emerged. Even without State Library financial support, the Ask?Away project remains the largest virtual reference consortium in the country.*



IN JULY 2008,
Secretary of State
and State Librarian
Jesse White and the
Illinois State Library
presented a Strategic
Plan detailing the
goals, objectives and
initiatives of the library
for the period of
2008-2011.

This publication is a
progress report on
the plan.



- Develop a single, unified source of information for overall grant administration, allowing libraries and organizations to easily apply for grants and for the State Library to efficiently manage records.

Accomplishment: State Library staff has worked with the Secretary of State's Department of Information Technology to develop a new platform for databases. The project will eventually make Web-ready applications and reporting forms for all State Library programs.

- Lead, partner and demonstrate technology solutions to promote efficiency statewide.
 - Identify and coordinate technology-related and other continuing education opportunities available to State Library staff and the library community.
 - Participate in federal and state initiatives that promote cost-effective telecommunications.
Operational Example: Assisting libraries in obtaining E-Rate telecommunications discounts
 - Participate in WebJunction, an Internet-based service designed for librarians.

Accomplishment: State Library staff has contributed valuable content to WebJunction Illinois. The State Library is the major financial backer of this popular online community for libraries.

- Provide community partner opportunities for Illinois libraries.
- Administer Illinois WebJunction activities and grant opportunities.
Operational Example: Administering initiatives funded by the Bill and Melinda Gates Foundation

Accomplishment: The State Library has assisted public libraries in participating in the new Gates initiatives, which utilize TechAtlas for reporting.

- Establish a single, statewide continuing education calendar and registration system.

Accomplishment: The Library Learning CE calendar (L2) is now operational. L2 is funded by the Office of the Secretary of State/Illinois State Library, and is stationed at and maintained by the North Suburban Library System.

- Coordinate statewide online content.
 - Develop a collection development plan for the Illinois Digital Archives and State Library grant funded collections.

Accomplishment: The collection development plan is available at www.idaillinois.org/collectiondevelopment.html.

- Increase content in the Illinois Digital Archives following the collection development plan.

Accomplishment: The FY10 LSTA Digital Imaging Grant RFP takes the IDA collection plan into consideration and will result in additional content for IDA.

- Coordinate statewide purchases of electronic resources.



- Increase the proficiency of State Library staff in applying technology to job duties.
 - Conduct an annual assessment of the staff's technological and other work-related training needs.

Accomplishment: A survey was conducted in October 2008 on internal communications and training needs.

GOAL 2: Provide Leadership to the Illinois Library Community to Enhance Library Service

The State Library will invest in leadership by supporting continuing education activities for its staff and for libraries in Illinois.

Objectives

- Enhance the skills and knowledge of State Library staff to provide leadership.
 - Support the ability of staff to take advantage of continuing education opportunities.
 - Provide opportunities for staff to share knowledge with other State Library staff.
 - Establish an annual State Library Staff Institute.

Accomplishment: Continuing education opportunities have been provided for all State Library staff on a monthly basis. Other continuing education opportunities are in the planning stages. A Technology Petting Zoo was held in April 2009 and staff members are taking WebJunction Illinois courses this year.

- Increase recognition of State Library staff by users and within the library community as experts in library service and development.

Accomplishment: Talking Book and Braille Service Director Sharon Ruda received the Librarian of the Year award from the Illinois Library Association in September 2008. Helen Knecht of the Circulation Division was named the February 2009 Secretary of State Employee of the Month by Secretary of State Jesse White. Reference Librarian Robert Jones was the recipient of an American Library Association Spectrum Scholarship.

- Provide staff presentations on areas of expertise for the library community and state agencies.

Accomplishment: Reference staff has pursued an outreach program to reach employees in other Secretary of State departments and Illinois state agencies. The State Library Literacy Office staff has made presentations to the statewide Illinois Adult Education Conference and to students at Dominican University.

- Position Illinois librarians for leadership roles.

Accomplishment: In order to assess the impact of Synergy: The Illinois Library Leadership Initiative, the staff of the Center for Leadership at the University of Illinois at Springfield has been conducting a survey for the State Library.

- Institute a broad-based series of continuing education activities to be presented throughout the state.

Operational Example: Workshops for local libraries on accessing electronic state and federal documents

Accomplishment: An “On the Front Lines” Conference for front-line library personnel was held in March 2009 at the University of Illinois at Springfield.

- Increase the monetary amount and the number of Training Grant Scholarships.
- Recruit individuals to the library profession from racially and culturally diverse backgrounds.
- Proactively cooperate with initiatives of libraries and other organizations in addressing key library issues.
 - Partner with libraries and other institutions in activities of common interest.

Accomplishment: The State Library is consulting with other state libraries on how to collaboratively establish a cost-effective government publication service. The library also is working with the University of Illinois at Springfield’s Center for State Leadership and Policy on projects related to the economic situation and community organizing.

- Pursue outside grant opportunities.

Accomplishment: The State Library has worked with the Illinois State Museum and other organizations to receive a \$40,000 Institute for Museum and Library Services “Connecting to Collections” grant. The State Library also has applied for a Laura Bush 21st Century Library Grant.

- Designate to a staff member the primary duty of writing grant applications for submission to public- and private-sector granting entities.



Accomplishment: A State Library staff member has been assigned the task of coordinating grant applications, including writing and contributing to grant narratives for the State Library and its partners, investigating funding sources and submitting grants.

- Establish an in-house vetting committee to review the State Library's grant proposals being submitted to public- and private-sector funding sources, as well as grants for which the State Library is asked to be a partner.

Accomplishment: An internal vetting committee has been established with a rotating membership depending on the nature of the grant proposals. The committee has met to review potential grant submissions, including the "Big Read" grant proposal, which was recommended for submission by the committee and funded.

- Investigate the feasibility of establishing the Illinois State Library Foundation.
- Update the Illinois Regional Library System Standards to establish benchmarks for library service in the state.
 - Revise the standards with the regional library systems and amend the Administrative Rules (23 Ill. Adm. Code 3030).

Accomplishment: The process for revising the standards is under way. David Carlson from Southern Illinois University-Carbondale and State Library Associate Director of Operations Kathleen Bloomberg lead the committee.

GOAL 3: Increase Access to Library Services for the Underserved

The State Library is committed to expanding opportunities for people having difficulty using library services. The State Library will strive to increase the state's literacy rate through its programs.

Objectives

- Seek an increase in state funding for local public library service.
 - Work to increase the public library equalization aid formula from a maximum of \$4.25 to \$15 per capita.

Accomplishment: The Secretary of State's FY09 budget included a request for an increase in the formula.

- Promote high-quality library service for all K-12 students.
 - Work to increase school library grant funding from a minimum of \$100 per district to \$750.
 - Implement a plan for students to have access to quality library services and programs.

Operational Example: Project Next Generation

Accomplishment: The Secretary of State's FY09 budget included a request for an increase to be targeted for school library grant funding.



- Expand opportunities for libraries and literacy organizations.
 - Work to increase state funding for literacy programs by 20 percent.
 - Coordinate training for librarians using tools for communicating with non-English-speaking populations.
 - Promote training and employment of racially and culturally diverse library staff with multilingual skills on a statewide basis.
- Consolidate the State Library's statewide reading programs.
Operational Examples: Family Reading Night, Illinois Center for the Book, Read for a Lifetime

Accomplishment: The Illinois Center for the Book will move under the Library Development Group effective July 1, 2009, in order to streamline the State Library's reading and writing programs.

- Provide alternative library service for those who cannot read standard print material.
 - Expand opportunities for users of the Talking Book and Braille Service such as the federal government's transition to digital books.

GOAL 4: Increase Usage of the State Library's Collections and Services

The State Library will initiate a more aggressive outreach program that will increase the use of its collections and services.

Objectives

- Increase the use of the State Library's facility and its entire collection, including reference, interlibrary loan and Talking Book and Braille Service.
 - Investigate the feasibility of moving the Talking Book and Braille Service to the Gwendolyn Brooks Building.

Accomplishment: Plans are shaping up to complete this move.

- Provide a quality general collection to support state government.
 - Work to increase funding to support general collection.
- Expand and strengthen the State Library's role as an information provider.
 - Conduct an assessment of state government information needs.
 - Promote library services to its primary clientele.

Operational Examples: Talking Book and Braille Service, Map Collection, Patents, electronic resources

Accomplishment: State Library Literacy Office staff has promoted the program's Literacy Resource Bins through presentations and publications. The Talking Book Center administered by TBBS initiated oral histories for the Illinois Veterans' History Project. Reference staff has met with Secretary of State and other state agency employees to promote State Library services available to state officials and employees.

- Strengthen the Government Documents Program.
 - Hire a state and federal documents coordinator.
 - Establish a section in the Library Operations Division to focus on government documents collections and services.
 - Provide permanent public access to electronic government publications.

Accomplishment: The State Library's Electronic Document Initiative (EDI) provides a permanent repository for electronic state publications. The repository is expanding daily as more state agencies are beginning to submit their publications electronically. Training sessions are held regularly.

- Review and update the Collection Development Policy.

Accomplishment: A policy review is beginning in 2009.

- Increase cooperative collection development with other libraries, including state agency libraries.
 - Work with Springfield-area libraries and state agencies on shared collection development.

Accomplishment: This initiative is under investigation for 2009. An extensive weeding project by Reference staff is currently under way.

GOAL 5: Promote Awareness of the State Library's Strengths and Services

The State Library has great assets to serve its primary clientele. An outreach program is the vehicle for attracting new users.

Objectives

- Redesign the State Library's Web page in cooperation with the Secretary of State's Department of Information Technology.

Accomplishment: A redesign is under way as part of the overall redesign of the Secretary of State Web site at www.cyberdriveillinois.com.

- Focus on services to state government and the public.

- Increase awareness to state employees of services provided by the State Library.
 - Update and implement an outreach plan to build relationships with and increase awareness of State Library services to state government.

Accomplishment: Reference staff has met with Secretary of State and other state agency employees to promote State Library services available to state officials and employees.

- Inform state government of the availability of video- and audio-conferencing services.

Accomplishment: Several presentations have been made to other Secretary of State

departments about the availability of video conferencing and Web-based conferencing services.

- Assess the needs of state government for State Library resources.
- Improve internal and external communications to lead State Library staff and the Illinois library community.

Accomplishment: *The State Library has strived to ensure that all working groups are tied to the Illinois State Library Advisory Committee to keep the committee apprised of all State Library activities. The library has adopted a committee agenda format that helps committee members understand needed actions. The library also has made every effort to ensure that Open Meetings Act requirements are followed by posting agendas and making committee information readily available on the Web site.*

- Utilize managers and divisional meetings as communication forums.

Accomplishment: *The State Library is initiating “Post-it Notes” progress charts on the Strategic Plan. The library also has conducted an in-house communication survey.*

- Publish a State Library Annual Report, and revamp E-News, the State Library’s weekly electronic newsletter.

Accomplishment: *The State Library published the FY07 and FY08 State Library Annual Reports. E-News has been overhauled and is now easier to read and contains graphics.*

- Utilize WebJunction to promote excellence in Illinois libraries.

Accomplishment: *WebJunction Illinois continues to receive major interest and support from Illinois libraries. Libraries are required to post reports about LSTA grants to WebJunction.*



Illinois State Library

Gwendolyn Brooks Building
300 S. Second St.
Springfield, IL 62701

WWW.CYBERDRIVEILLINOIS.COM