



**To:** Lori Fisher <lori.fisher@maine.gov>, Jenna Davis <Jenna.davis@maine.gov>, MBolls@imls.gov, lmckenzie@imls.gov  
**CC:**  
**Sent by:** Laura McKenzie <lmckenzie@imls.gov>  
**Subject:** SPR Approval Letter for LS-252142-OLS-22

**Body:**  
March 6, 2024

Ms. Lori Fisher  
State Librarian  
Maine State Library  
LMA Building  
64 State House Station  
Augusta, ME 04333-0064

Dear Lori,

The review of your State Program Report submitted for your award LS-252142-OLS-22 has been completed. We appreciate the substantial time and effort in documenting activities funded by the LSTA Grants to States Program as well as SLAA staff participation throughout the review process. Based upon the information in the report you have certified, your Program Officer, Madison Bolls, has recommended the report for approval. This letter serves as verification that your report is now approved.

Your Program Officer may have reviewed with your LSTA Coordinator issues related to the purposes and priorities of the LSTA Grants to States Program; provided clarification or guidance for future reporting; or directed SLAA staff to appropriate materials. If there are questions, please contact me or Madison Bolls.

As you prepare to report on the next fiscal year award, please keep in mind that it is in our collective interest to provide Congress and our communities with data related to the positive impact of library services and programs funded through the LSTA Grants to States Program as well as to clearly account for how those funds are used. We value each State Library Administrative Agency's effort to ensure a high standard of complete and consistent reporting that is so critical to the research process.

Sincerely,

Teri DeVoe  
Associate Deputy Director, State Programs

## Print Report

### Final Financial Status Report

#### General Information

Federal Grant or Other Identifying Number Assigned By Federal Agency: LS-252142-OLS-22  
Total Federal Funds Authorized for This Funding Period: \$ 1,344,090.00  
Recipient Account Number or Identifying Number: 01394Q021733LSTAF2022  
Report Basis: Cash

#### Funding Grant Period of Performance

Start Date: 10/01/2021  
End Date: 09/30/2023

#### Period Covered by This Report

Start Date: 10/01/2021  
End Date: 09/30/2023

Total SLAA funds expended to meet the purposes of LSTA, including the Five-Year-Plan (MOE): \$ 3,222,010.98  
Minimum MOE Required: \$ 3,207,875.40

MATCH-State funds expended specifically on the Five-Year Plan: \$ 539,973.30  
MATCH-Other funds expended specifically on the Five-Year Plan: \$ 152,436.70  
Total Match: \$ 692,410.00  
Minimum Match Required: \$ 692,410.00  
All other recipient outlays not previously reported: \$ 0.00

Total unliquidated obligations (expected to clear by Dec. 30 or later IMLS-approved date): \$ 0.00  
Unobligated balance of Federal funds (these funds to be deobligated): \$ 0.00  
Federal share of net outlays: \$ 1,344,090.00

#### LSTA Administrative Costs

Allowed: \$53,763.60  
Actual: \$50,699.56  
Difference: \$3,064.04  
IMLS-approved date unliquidated obligations are expected to clear:

**Name of Authorized Certifying Official:** Lori Fisher  
**Title of Authorized Certifying Official:** State Librarian  
**Signature of Authorized Certifying Official:** Lori Fisher  
**Phone Number of Authorized Certifying Official:** 207 287 5604  
**Email of Authorized Certifying Official:** lori.fisher@maine.gov  
**Report Status:** Accepted  
**Date Report Certified:** 03/06/2024  
**Agency UEI:** YBLNWJNRWLE7  
**Agency EIN:** 01-6000001  
**Agency Name:** Maine State Library

### Administrative Project

#### General Information

Fiscal Year: 2022  
State: ME  
Status: Accepted

Title: STACAP and other administrative costs

Abstract: Financial administration for LSTA funds is done by the Department of Administrative & Financial Services (DAFS), the organization that coordinates most central services for departments within Maine State Government. The DAFS service bureaus seek to work in partnership with other state agencies, including the Maine State Library, to provide quality services and to establish processes that ensure accountability in the state's financial performance. The following information is from the State of Maine Administrative and Accounting Manual, Section 50.20.60.: "The Statewide Central Services Cost Allocation Plan (STACAP) is used to identify and assign central services costs. Most government units provide certain services such as accounting, computing, payroll, service, motor transport, etc. to operating agencies on a centralized basis. Since federally supported awards are performed within the individual operating agencies, a process is necessary to identify these central service costs and assign them to benefiting activities on reasonable and consistent bases. The federally reviewed and approved, statewide, central service cost allocation plan (STACAP) provides that process. Administrative coordination with this department is done by the State Librarian, Director of Library Development, and LSTA Coordinator. STACAP is calculated at 4%.

Intent: Administer the LSTA Program

Grantee: Maine State Library

Start Date: 10/01/2021

End Date: 09/30/2023

**Budget Information**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Travel</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Supplies/Materials</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Services</b>	\$50,699.56	\$0.00	\$0.00	\$50,699.56
Description	\$50,699.56 is the total of STACAP administrative costs for this grant.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Totals:</b>	\$50,699.56	\$0.00	\$0.00	\$50,699.56

**Projects**

**Project Information**

Fiscal Year: 2022

State: ME

Version: 1

SPR Project Code: 2022-ME-92361

Title: Talking Books Plus

State Project Code: 1702

Start Date: 10/01/2021

End Date: 09/30/2023

Status: Accepted

**Abstract:** The purpose of the Maine State Library's Talking Books Plus program is to provide free services to Maine residents of any age who are unable to read traditional print materials. The Maine State Library's Talking Books Plus program has three components: 1. Large Print Books: The program purpose is to directly or through public libraries meet the informational and recreational needs of residents of Maine who are certified as being blind, visually impaired, or physically handicapped. 2. Talking Books Plus: The program purpose is to act as Maine's regional library for the National Library Services for the Blind and Physically Handicapped (NLS) providing talking books statewide and providing descriptive videos to individually enrolled patrons. 3. Recorded Books: Recording of Maine materials not recorded by the Library of Congress. This program provides specific Maine materials in the state and nationally.

**State Goal:** Provide and improve library services to individuals with disabilities; and to Maine residents, including children, living in underserved areas and rural areas.

**Project Director**

Director Name: Chris Boynton; Director Phone: 207-287-5650; Director Email: chris.boynton@maine.gov

**Grantee Information**

Grantee: Maine State Library

**Additional Materials**

- <http://www.maine.gov/msl/outreach/lbph/index.shtml>

**Budgets**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$204,192.41	\$35,925.50	\$0.00	\$240,117.91
Description	Salary and wages are for 4 FTE for LSTA. Match represents part time effort from three employees.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees			
<b>Travel</b>	\$71.15	\$0.00	\$0.00	\$71.15
Description	\$71.15 for mileage to attend Maine Library Association conference.			

<b>Supplies/Materials</b>	\$2,622.61	\$0.00	\$0.00	\$2,622.61
Description	\$564.04 for braille business/contact cards, \$58.57 for label and label protectors for mailing, \$2000.00 for ReadSpeaker accessibility web reader.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment.			
<b>Services</b>	\$10,291.86	\$0.00	\$0.00	\$10,291.86
Description	\$1634.75 for Perkins School for the Blind services, \$498.00 for narrator studio services, \$150.00 for a VDT station exam/assessment, \$8009.11 for mail services \$8,596.31 for other state provided services for centralized accounting (included in admin project).			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No Other Operational Expenses.			
Totals:	\$217,178.03	\$35,925.50	\$0.00	\$253,103.53

#### Intent

Improve users' ability to obtain and/or use information resources.

- Education
- Literacy

#### Project Activities

##### Activity Details

**Title:** Talking Books Plus **Abstract:**

Activities for the Talking Book program include: registering new patrons via phone; providing reader's advisory services, maintaining a patron handbook, providing a distance summer reading program to juvenile patrons, promoting the grant funded Newline service, and working with the Maine State Division of the Blind and Maine AIM. Talking Books materials are circulated via digital cartridges out of the Maine State Library or patron-initiated downloads through BARD: Braille and Audio Reading Download at NLS MSL uses the dupe on demand method to service patrons with digital cartridges. This program saw no interruption of service due to the pandemic. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending

**Format:** Combined physical & digital

**Total number of items circulated:** 115,785

**Average number of items circulated / month:** 9,649

**Total number of ILL transactions:** 0

**Average number of ILL transactions / month:** 0

##### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** Yes **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** Yes **State Government:** No **Local Government:** Yes **School District:** No **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** Targeted **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:** All Ages,

**For what economic types:** EconomicNotApplicable **For what ethnicity types:** EthnicityNotApplicable, **Is the activity directed at families:** No **Is the activity directed at intergenerational groups:** No **Is the activity targeted at immigrants/refugees:** No **Is the activity directed at those with disabilities:** Yes **Limited functional literacy or informational skills:** No **Is the activity category not already captured:** No

**Is the activity state-wide:** Yes

**Specific Locations:** No

##### Institution Types

**Public Libraries:** 0, **Academic Libraries:** 0, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

##### Activity Details

**Title:** Large Print Books **Abstract:**

Large print books are purchased and circulated to program participants as well as to public libraries, schools, and retirement homes in Maine. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending

**Format:** Physical

**Total number of items circulated:** 1,581

**Average number of items circulated / month:** 131

**Total number of ILL transactions:** 0

**Average number of ILL transactions / month:** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** Yes **Adult Education:** No **Human Service Organizations:** Yes **Other:** Yes

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** Yes **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** Targeted **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:** All Ages,

**For what economic types:** EconomicNotApplicable **For what ethnicity types:** EthnicityNotApplicable, **Is the activity directed at families:** No **Is the activity directed at intergenerational groups:** No **Is the activity targeted at immigrants/refugees:** No **Is the activity directed at those with disabilities:** Yes **Limited functional literacy or informational skills:** No **Is the activity category not already captured:** No

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 20, **Academic Libraries:** 0, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 2

**Total number of survey responses:** 0

#### Activity Details

**Title:** Talking Books Recording Project **Abstract:**

The Maine State Library (MSL) records Maine materials not recorded by the National Library Services for the Blind and Physically Handicapped (NLS). The MSL has an onsite recording studio and a part-time librarian who manages the projects and the volunteers. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Creation

**Format:** Digital

**Number of items digitized:** 19

**Number of items digitized and available to the public:** 25

**Number of physical items:** 0

**Number of open-source applications/software/systems:** 0

**Number of proprietary applications/software/systems:** 0

**Number of learning resources (e.g. toolkits, guides):** 0

**Number of plans/frameworks:** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** Yes **State Government:** No **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** Targeted **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:** All Ages,

**For what economic types:** EconomicNotApplicable **For what ethnicity types:** EthnicityNotApplicable, **Is the activity directed at families:** No **Is the activity directed at intergenerational groups:** No **Is the activity targeted at immigrants/refugees:** No **Is the activity directed at those with disabilities:** Yes **Limited functional literacy or informational skills:** No **Is the activity category not already captured:** No

**Is the activity state-wide:** No

**Name:** Maine State Library

Total number of survey responses: 0

**Project Outcomes**

**List any important outcomes or findings not previously reported:**

The project continues to successfully operate in an alternate facility as a result of an unexpected building closure and renovation. Talking Books has trended towards more patrons downloading their own material, but the majority of our circulation continues to be via mail service. Large print will soon move from WebReads ILS to Sierra.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

Support for patron downloads and BARD Mobile app has increased. Large print will no longer be automatically selected, but patrons will have access to more titles. We anticipate a need to engage with patrons to educate them about the new large print system.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

While patron participation remains more or less the same, circulation is down slightly. I expect the transition for many patrons from automatic mail service to self service via BARD download plays a role as patrons selecting books becomes more efficient. Circulation numbers of our locally recorded books in the national collection supports the need to continue and expand our local recording project.

**Do you anticipate continuing this project after the current reporting period ends? Yes**

**Do you anticipate any change in level of effort in managing this project? Yes**

Staff roles will change to accommodate the shift in priorities. Staff have proven themselves to be adaptable and willing to look at all facets of program needs in order to ensure we deliver a high-quality program.

**Do you anticipate changing the types of activities and objectives addressed by the project? No**

**Was an evaluation conducted for this project? Yes**

**Was a final written evaluation report produced? No**

Exemplary: No

**Project Tags**

Talking books

**Project Information**

Fiscal Year: 2022

State: ME

Version: 1

SPR Project Code: 2022-ME-92362

Title: Books by Mail

State Project Code: 1719

Start Date: 10/01/2021

End Date: 09/30/2023

Status: Accepted

Abstract: The Books by Mail (BBM) program is part of the Maine State Library's Outreach Services. This service helps to meet the library needs of citizens in our large rural state (33,125 square miles with an estimated population of 1,331,479) who live in towns without local libraries or in towns with public libraries open less than 12 hours a week. Services are also for the homebound. Patrons requiring homebound services are eligible to have return postage paid.

State Goal: Provide and improve library services to individuals with disabilities; and to Maine residents, including children, living in underserved areas and rural areas.

**Project Director**

Director Name: Chris Boynton; Director Phone: 207-287-5650; Director Email: chris.boynton@maine.gov

**Grantee Information**

Grantee: Maine State Library

**Additional Materials**

- <https://www.maine.gov/msl/outreach/booksbymail/>

**Budgets**

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$194,633.76	\$13,788.78	\$0.00	\$208,422.54
Description	LSTA Salary/wages/benefits are for 3.69 FTE federal employees. Match represents part time effort from three employees.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
<b>Travel</b>	\$30.00	\$0.00	\$0.00	\$30.00
Description	Travel costs for library training.			
<b>Supplies/Materials</b>	\$2,498.17	\$0.00	\$0.00	\$2,498.17
Description	\$2058.18 for mail bags and bins, \$119.99 for canva newsletter editing platform, \$320.00 for address cards and labels.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00

Description	No equipment.				
<b>Services</b>		\$195.65	\$0.00	\$0.00	\$195.65
Description	\$195.65 for postage costs \$7,745.95 for state centralized accounting services (included in admin project).				
<b>Other Operational Expenses</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description	No Other Operational Expenses				
Totals:		\$197,357.58	\$13,788.78	\$0.00	\$211,146.36

**Intent**

Improve users' general knowledge and skills.

- Education
- Literacy

**Project Activities**

**Activity Details**

**Title:** Lending books to Maine citizens who are disabled, homebound or without access to a library **Abstract:**

Eligible Maine residents can borrow books from the Maine State Library via the Books by Mail program. Patrons who do not have Internet access may make selections from paper catalogs. These are mailed to patrons upon request. Patrons who have the capacity to go online can request and renew materials via email or via an online public access catalog that is part of a statewide consortium. Users can request anything available from the shared database through the OPAC. A formal readers advisory service also allows users to request a specialized recommended reading list. Users can use either a paper or online form. Since Books by Mail patrons have a Maine State Library card, they are eligible for electronic resources such as the Digital Maine Library databases and the Maine InfoNet Download Library (downloadable e-books and audio books). A summer reading program is conducted for the benefit of children enrolled in the Books by Mail program. The Maine State Library pays postage to and from for the homebound patrons. All others pay return postage only. A Maine State Library toll free phone number is provided to users. **Intent:** Improve users' general knowledge and skills.

**Activity:** Content

**Mode:** Lending

**Format:** Combined physical & digital

**Total number of items circulated:** 3,310

**Average number of items circulated / month:** 275

**Total number of ILL transactions:** 0

**Average number of ILL transactions / month:** 0

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Rural **For what age groups:** All Ages,

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 0, **Academic Libraries:** 0, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

**Project Outcomes**

**List any important outcomes or findings not previously reported:**

This program served 172 residents this year who cannot access library services due to limited local library service in this reporting period. The Books by Mail program has a total of 757 registered users (2412 adults and 1113 K-12 juveniles). There are also 161 registered homebound users in the program.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

We are planning to refocus the program to better serve residents in underserved communities. We will survey active patrons to identify patron needs and obtain feedback. We will examine statewide demographic statistics to identify underserved communities, and focus efforts in those communities to promote our services to eligible citizens. We will partner with public libraries to promote in-person library experiences for citizens that live near those communities with full service libraries. We will also identify books by mail patrons who are using our mail services that could be better served by in-person services at the Maine State Library.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

We need to promote the program more effectively to eligible communities and identify public libraries that can better serve some of our patrons. Some BBM patrons may be better served as local walk-in patrons rather than via mail.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** Yes

We plan several initiatives, including surveys and outreach to better identify and address patron needs.

**Was an evaluation conducted for this project?** No

Exemplary: No

**Project Tags**

Homebound, rural

**Project Information**

Fiscal Year: 2022

State: ME

Version: 1

SPR Project Code: 2022-ME-92363

Title: Maine InfoNet -Partnership with the University of Maine

State Project Code: 1746

Start Date: 10/01/2021

End Date: 09/30/2023

Status: Accepted

Abstract: Maine InfoNet is a collaborative of academic, public, school, and special libraries that provides leadership in resource sharing, promotes cost effective solutions for quality library information services, and supports the cultural, educational, and economic development of Maine. Supported by the Maine State Library through a contract with the University of Maine System, Maine InfoNet connects the people of Maine to information and ideas through library cooperation. A Board of Directors oversees the operation of Maine InfoNet and takes the lead in planning and establishing policies. The Maine State Librarian is a member of this Board along with 11 other members from the Maine library community. Maine InfoNet improves information and library service to all Maine citizens through online systems and technology. It develops and manages services that unite electronic and physical resources to form a digital library for all of Maine.

State Goal: Expand library resource sharing and services for all Maine residents

**Project Director**

Director Name: James Jackson Sanborn; Director Phone: 207-581-3083; Director Email: james.jacksonsanborn@maineinfo.net

**Grantee Information**

Grantee: Maine State Library

**Additional Materials**

- <http://www.maineinfo.net/>
- <https://library.digitalmaine.org/>
- <https://www.maineinfo.net/download/downloadlibrary/>

**Budgets**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$102,813.32	\$33,963.88	\$0.00	\$136,777.20
Description	\$102,813.32 in LSTA salaries/wages are for 1 FTE. Match represents part time effort from two employees.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
<b>Travel</b>	\$91.75	\$0.00	\$0.00	\$91.75
Description	\$91.75 for staff travel to perform training.			
<b>Supplies/Materials</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No supplies.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$96,942.48	\$0.00	\$0.00	\$96,942.48
Description	\$81,774.98 of federal funds for a contract with the University of Maine system for 50% of the Executive Director's salary and benefits. \$15,167.50 is for a contracted cataloger for MaineCat. \$7,729.38 were for state provided centralized accounting and IT services (included in admin project).			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	NA			
<b>Totals:</b>	\$199,847.55	\$33,963.88	\$0.00	\$233,811.43

**Intent**

Improve users' ability to obtain and/or use information resources.

- General (select only for electronic databases or other data sources)



- Other

## Project Activities

### Activity Details

#### Title: Maine ILS and Statewide Catalog Abstract:

Maine InfoNet manages three statewide ILS consortia as well as the statewide catalog – MaineCat. The URSUS consortium includes 11 libraries: University of Maine System libraries, the Maine State Library, the Maine Law and Legislative Library and Bangor Public Library. The Minerva consortium include 62 public, school, academic and hospital libraries. The MILS system for small libraries includes 25 libraries. All three consortia are scaled to size and capacity and all feed into the state catalog, MaineCat. Minerva and URSUS are powered using the Sierra ILS, while MILS has recently migrated from Sierra to the Polaris platform. Maine InfoNet provides the management, technological infrastructure, help desk ticketing system, and training. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending

**Format:** Combined physical & digital

**Total number of items circulated:** 3,894,396

**Average number of items circulated / month:** 324,533

**Total number of ILL transactions:** 741,570

**Average number of ILL transactions / month:** 61,797

### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** Yes **Archives:** Yes **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** Yes **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

### Institution Types

**Public Libraries:** 70, **Academic Libraries:** 25, **SLAA:** 1, **Consortia:** 3, **Special Libraries:** 7, **School Libraries:** 1, **Other:** 0

**Total number of survey responses:** 0

### Activity Details

#### Title: Digital Maine Library Abstract:

Maine InfoNet manages the Digital Maine Library. This collection of online resources provides access to full text and abstracts from magazines, newspapers, and reference books. Digital Maine Library is provided free of charge to all library types and Maine citizens from home. Digital Maine Library is funded by the Maine State Library, the University of Maine, the Maine Telecommunications Education Access Fund via the Public Utilities Commission as well as Colby, Bates, and Bowdoin colleges. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Other

**Format:** Digital

Management of the technology infrastructure for authentication and delivery at the local level for all libraries

### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

## Institution Types

**Public Libraries: 256, Academic Libraries: 33, SLAA: 1, Consortia: 3, Special Libraries: 43, School Libraries: 578, Other: 0**

**Total number of survey responses: 0**

## Activity Details

**Title:** Download Library: E-books and Audiobooks **Abstract:**

Maine InfoNet manages the Download Library of e-books and audio books for Maine libraries. The e-books and audio books are both available to patrons of all member libraries that join this project. Libraries pay an annual membership fee which is used to purchase content and pay for licensing fees. Membership fees are based on library population served and range from a low of \$200 for libraries serving populations under 1,000 to a high of \$1,800 for libraries serving populations above 25,000. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending

**Format:** Digital

**Total number of items circulated:** 711,453

**Average number of items circulated / month:** 59,288

**Total number of ILL transactions:** 0

**Average number of ILL transactions / month:** 0

## Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries: Yes Historical Societies or Organizations: No Museums: No Archives: No Cultural Heritage Organization Multi-type: No Preschools: No Schools: Yes Adult Education: No Human Service Organizations: No Other: No**

Please identify the legal type of the partner organization(s) for this project.

**Federal Government: No State Government: Yes Local Government: Yes School District: Yes Non-Profit: Yes Private Sector: No Tribe: No**

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

## Institution Types

**Public Libraries: 174, Academic Libraries: 26, SLAA: 1, Consortia: 0, Special Libraries: 0, School Libraries: 24, Other: 0**

**Total number of survey responses: 0**

## Project Outcomes

**List any important outcomes or findings not previously reported:**

Maine InfoNet responded to expressed difficulty in managing the Sierra system by small libraries and proposed and carried out a migration for the Maine InfoNet Library System (MILS) from Sierra to Polaris. This system is simpler to use and also allows for easier expansion, meaning additional libraries can be brought into the system with a lower barrier to entry.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

The migration of MILS to Polaris has allowed Maine InfoNet to identify an additional 12 small public libraries and has prepared the system for bringing those libraries in during the next reporting cycle. Maine InfoNet has also worked with ILS vendors and support organizations to help build out the ability to connect to MaineCat using an API rather than having to join a directly supported system. This will allow Maine InfoNet to expand MaineCat without burdening the central staff in an unsustainable manner.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

The size of the Maine InfoNet staff stifles the onboarding of new libraries into a state supported ILS. The goal remains to bring more small and rural libraries into the statewide catalog (MaineCat) environment for ILL purposes.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** Yes

Maine InfoNet will continue to add libraries while supporting existing libraries in a sustainable manner.

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** No

Exemplary: Yes; Maine InfoNet continues to work as an innovative and nimble organization and allows for all libraries within the state to have an opportunity to access and provide resources they would not be able to on their own.

## Project Tags

ILS, Statewide catalog

## Project Information

Fiscal Year: 2022

State: ME

Version: 1

SPR Project Code: 2022-ME-92364

Title: MRLS-Area Reference and Resource Centers

State Project Code: 1744

Start Date: 10/01/2021

End Date: 09/30/2023

Status: Accepted

**Abstract:** The MRLS ARRC system was established by legislation in 1973 (MRSA Title 27, Chapter 4). Currently there are three ARRC libraries serving 16 counties divided into nine regions. The ARRC libraries were selected to improve library services to the residents of Maine. Portland Public Library provides services in the southern counties. Bangor Public Library provides services for the northern and eastern counties and the Maine State Library provides services for the central and western counties. Lewiston Public Library supplements ILL services for fiction for the MSL. The Maine State Library contracts with PPL, BPL and LPL for ARRC services to expand library resource sharing and services for all Maine residents. The ARRC provide ILL services, free borrower's cards to Maine residents residing in their respective counties, reference and online services to libraries and patrons in those counties, and the Maine State Library manages the statewide van delivery program.

**State Goal:** Expand library resource sharing and services for all Maine residents

**Project Director**

Director Name: Marijke Visser; Director Phone: 207-287-5623; Director Email: marijke.a.visser@maine.gov

**Grantee Information**

Grantee: Maine State Library

**Additional Materials**

- <http://www.maine.gov/msl/libs/interlib/>
- <http://www.maine.gov/msl/libs/interlib/mslarccill.shtml>
- <http://www.maine.gov/msl/libs/interlib/delivery.shtml>
- <http://www.maine.gov/msl/services/ask.htm>
- <https://www.necn.com/news/local/just-a-little-late-time-capsule-helps-mark-maines-200th-year-of-statehood/2698752/>
- <https://www.portlandlibrary.com/using-the-library/services-for-librarians/>

**Budgets**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$139,171.26	\$96,023.85	\$0.00	\$235,195.11
Description	LSTA salary and wages are for 1.69 FTE that includes ILL staff and management. Match represents part time effort from 11 employees.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
<b>Travel</b>	\$331.70	\$0.00	\$0.00	\$331.70
Description	\$331.70 in travel to the URSUS board retreat and Maine Library Association conference.			
<b>Supplies/Materials</b>	\$4,921.49	\$0.00	\$0.00	\$4,921.49
Description	\$3,411.82 for ILL postage and postage supplies, \$1085.00 for ILL bag repair, \$8.00 for printing, \$416.67 for misc supplies.			
<b>Equipment</b>	\$8,971.36	\$0.00	\$0.00	\$8,971.36
Description	\$8,971.36 for laptops for development staff engaged in reconfiguring of office space in order to better address post-covid staffing needs.			
<b>Services</b>	\$98,290.90	\$0.00	\$0.00	\$98,290.90
Description	\$44,745.09 for ILL/WorldCat access, \$119.88 for cloud storage, \$300.00 for DocuSign, \$27,900 for ILL support, \$623.30 for Maine Centennial event, \$386.25 for Centennial photography, \$1620.68 for Centennial videography, \$331.97 for Friends website hosting, \$390.00 for videoconferencing platform, \$2,388.57 for phone service, \$19,485.16 for Pronunciator. \$9822.87 for state centralized accounting and IT services.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	NA			
Totals:	\$251,686.71	\$96,023.85	\$0.00	\$347,710.56

**Intent**

Improve users' ability to obtain and/or use information resources.

- Outreach & Partnerships
- Systems & Technologies

**Project Activities**

**Activity Details**

**Title:** ARRC - Interlibrary Loan **Abstract:**

ARRCs provide interlibrary loan service for libraries and citizens in the regions of the Maine Regional Library System. The Maine State Library serves as the ILL ARRC for the central and western counties (Androscoggin, Franklin, Kennebec, Lincoln, Oxford, Sagadahoc and Somerset). Lewiston Public Library supplements ILL services for fiction for the MSL. The Bangor Public Library serves as the ILL ARRC for the northern and eastern

counties. Portland Public Library serves as the ILL ARRC for the southern counties. Maine libraries that are not part of one of the state supported ILS (Minerva, MILS, URSUS) may make requests through their assigned ARRC. All library types are eligible for this service: public, school, academic and special. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending

**Format:** Physical

**Total number of items circulated:** 0

**Average number of items circulated / month:** 0

**Total number of ILL transactions:** 43,355

**Average number of ILL transactions / month:** 3,612

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 255, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 617, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

**Title:** ARRC - Reference services **Abstract:**

ARRCs provide references services to Maine Regional Library System district libraries with and without a reference librarian as well as directly to patrons in their regions. The Maine State Library, Bangor Public Library and Portland Public Library all have experienced reference librarians with an MLS degree who available in person, via phone and via email to answer quick or detailed reference questions. Many small libraries call for patrons when the answers to questions are not available using the librarian's reference skills or the library's online or local reference resources. Statistics are reported for all reference questions since librarians will not ask a patron or library to identify their regional district or location. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Instruction

**Mode:** Consultation/drop-in/referral

**Format:** Combined in-person & virtual

**Total number of consultation/reference transactions:** 48,907

**Average number of consultation/reference transactions per month:** 4,075

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 255, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 617, **Other:** 0

**Total number of survey responses:** 0

## Activity Details

### Title: ILL Delivery Service **Abstract:**

The Maine State Library (MSL) manages the statewide delivery service for participating libraries. MSL issues an RFP every 3 years, negotiates the contract, and manages billing for public, school, special and some academic libraries. Billing for the University System plus Bowdoin, Bates and Colby Colleges are managed by those institutions directly with the vendor. MSL bills participating libraries yearly for van delivery service, facilitates inquiries and complaints with the vendor regarding service issues, and maintains regular communication with van delivery service provider. MSL staff maintains delivery labels with route #s for all participating libraries and makes them available online. Maine libraries use local funds for the service paying \$26.60 per stop. The Maine State Library uses state money to fund 1 free day for eligible public libraries. Federal money is used to pay for delivery supplies such as bags and totes. The state library absorbs extra costs for higher rates at very rural locations. This keeps costs for all libraries equitable and rural libraries are not penalized by their location. A new RFP will be conducted in 2024. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Other

**Format:** Physical

Delivery of ILL items statewide via contracted courier service.

## Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** Yes **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** Yes **Tribe:** No  
**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

## Institution Types

**Public Libraries:** 159, **Academic Libraries:** 14, **SLAA:** 1, **Consortia:** 3, **Special Libraries:** 6, **School Libraries:** 4, **Other:** 0

**Total number of survey responses:** 0

## Activity Details

### Title: MSL-Public Access Computing **Abstract:**

The Maine State Library offers public access computers in the Augusta location as an ARRC service. Both federal and state funds are used for the purchase, internet access and support of these computers by the Office of Information Technology. Both state and federal funds are used to support this service to regional patrons who use the library. These include general access computers and digital microfilm readers. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Acquisition

**Format:** Combined physical & digital

Public Access Computing

**Number of hardware acquired:** 10

**Number of software acquired:** 0

**Number of licensed databases acquired:** 0

**Number of print materials (books & government documents) acquired:** 0

**Number of electronic materials acquired:** 0

**Number of audio/visual units (audio discs, talking books, other recordings) acquired:** 0

## Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No  
**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population: General Geographic community of the targeted group: Urban, Suburban, Rural For what age groups:**

**Is the activity state-wide:** No

**Name:** Maine State Library

64 State House Station Augusta, ME 04333-0064

**Total number of survey responses:** 0

#### Activity Details

**Title:** ARRC-Access to borrower card resources **Abstract:**

Through the Maine Regional Library System's ARRC libraries, Maine citizens who have cards from Bangor Public Library, Portland Public Library and the Maine State Library have access to the large collections at these libraries as well as to the additional online resources beyond the statewide Digital Maine Library content. This content is accessed through each library's website and is authenticated with the card's barcode. Each library provides different online content based upon local needs, budgets and collection policies. These databases and/or online learning tools are testing grounds for adoption at the state level. A short list of online learning tools and databases not available through the statewide portal (Digital Maine Library) but available via an ARRC library for cardholders include: American Ancestor, Birds of North America Online, Consumer Reports, Demographics Now, Flipster, Heritage Quest, Home Improvement Resource Center, JSTOR, Kanopy Kids, Reference Solution, and Tumble Books. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Description

**Format:** Combined physical & digital

**Number of items made discoverable to the public:** 1,058,064

**Number of collections made discoverable to the public:** 35

**Number of metadata plans/frameworks produced/updated:** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** Yes **Adult Education:** Yes **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population: General Geographic community of the targeted group: Urban, Suburban, Rural For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 2, **Academic Libraries:** 0, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

**Title:** Bicentennial project **Abstract:**

March 15, 2020 was to be Maine's Bicentennial Statehood Day, but instead, the planned celebrations and speeches became one of the first of many casualties of the COVID pandemic. The entire year's schedule of events and observances was canceled. Some events were later rescheduled, while some became virtual. As part of the delayed Bicentennial, the Maine Bicentennial Commission "Maine 200" commissioned the creation of a time capsule, naming The Maine State Library as the steward and future home for the time capsule. The Maine State Library in partnership with the Maine200 Bicentennial Commission hosted the concluding event "The Bicentennial Time Capsule Dedication Ceremony" at the Maine State Library on Tuesday, March 15th, 2022. Senator Bill Diamond, chairman of the Maine Bicentennial Commission presided over the event. The Governor, Maine 200 Commission members, the Maine State Librarian, other state officials and members of the public gathered to dedicate the capsule. Various items representing Maine's past, and present were placed inside the capsule. As part of the capsule sealing, Governor Mills swore in the "Time Capsule Keepers" people of all ages from toddlers to adults with March 15th Birthdays. The time capsule will remain on exhibit at the Maine State Library and viewable by the public. **Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Preservation

**Format:** Physical

**Number of items conserved, relocated to protective storage, rehoused, or for which other preservation-appropriate physical action was taken:** 10

**Number of items reformatted, migrated, or for which other digital preservation-appropriate action was taken:** 0

**Number of preservation plans/frameworks produced/updated (i.e. preservation readiness plans, data management plans):** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** Yes **Museums:** Yes **Archives:** Yes **Cultural Heritage Organization Multi-type:** Yes  
**Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Suburban, **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 264, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

#### Project Outcomes

**List any important outcomes or findings not previously reported:**

The Maine State Library's analysis of the ARRC model will continue during the next five years as services and needs evolve. Step one will be to assess overall costs to ensure monies are spent in the best possible way.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

The MSL subsidy of one delivery day for all public libraries is one of the most appreciated services offered to public libraries and patrons in rural areas as many small libraries cannot afford delivery services, even for one day. A RFP is currently underway in order to ensure the state is provided with the most efficient and best courier services. This RFP has been submitted in early 2024 for a new service contract in state FY25 going forward, as required by state procurement.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

Delivery service continues to be a logistical and financial challenge. To this end, a RFP for van delivery is planned for 2024.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** Yes

**Was a final written evaluation report produced?** No

Exemplary: No

#### Project Tags

ILS, ILL

#### Project Information

Fiscal Year: 2022

State: ME

Version: 1

SPR Project Code: 2022-ME-92365

Title: MRLS - Specialists and Consulting

State Project Code: 1732

Start Date: 10/01/2021

End Date: 09/30/2023

Status: Accepted

**Abstract:** The Maine State Library's Library Development Division has seven specialists/consultants that work with libraries statewide. Specialists cover a wide range of library related issues and programming and support public, school, academic, and special libraries in all Maine counties. The specialists work on a statewide basis providing resources, guidance, training and other support in their areas of expertise. Each specialist is also a regional liaison and serves as a contact person for the region. The goal is to help Maine libraries strengthen and develop new programs, convene and collaborate regionally, foster collaboration across library types within a region and to improve library services statewide. State Goal: Improve the Maine library workforce via continuing education, professional development and leadership opportunities

#### Project Director

Director Name: Marijke Visser; Director Phone: 207-287-5603; Director Email: marijke.a.visser@maine.gov

#### Grantee Information

Grantee: Maine State Library

### Additional Materials

- <http://www.maine.gov/msl/libs/Specialties.shtml>
- <https://www.nonprofitmaine.org/join/nonprofit-membership/member-benefits/>
- <http://www.maine.gov/msl/libs/Regions.shtml>

### Budgets

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$167,566.22	\$107,866.93	\$0.00	\$275,433.15
Description	LSTA salary is 2.25 FTE State Data Coordinator's salary and consultants salaries. Match represents part time effort from six employees.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	There were no consultant fees.			
<b>Travel</b>	\$3,884.03	\$0.00	\$0.00	\$3,884.03
Description	\$3,884.03 in costs for specialists/consultants for travel to libraries and meetings.			
<b>Supplies/Materials</b>	\$1,884.62	\$0.00	\$0.00	\$1,884.62
Description	\$475.00 for summer reading kitkeeper, \$563.35 in misc supplies, \$52.98 for mailchimp, \$576.00 for summer reading program manual, \$217.29 for educational kits.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment purchases were made.			
<b>Services</b>	\$588.22	\$0.00	\$0.00	\$588.22
Description	\$587.00 in dues to the collaborative summer reading program, \$1.22 for postage \$6879.89 for state centralized IT and accounting services (included in admin project).			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	NA			
Totals:	\$173,923.09	\$107,866.93	\$0.00	\$281,790.02

### Intent

Improve the library workforce.

- Library Infrastructure & Capacity
- Continuing Education and Staff Development

### Project Activities

#### Activity Details

**Title:** Public Library Data Collection -Collection and Instruction **Abstract:**

The State Data Coordinator (SDC) actively engages with libraries to educate and train librarians on methods and best practices of collecting, submitting, and using public library data. The SDC trains librarians virtually and in-person on use of the online software and submits carefully vetted data to IMLS. Most guidance is provided by email, Zoom, and phone. On-site visits and/or virtual meetings are provided to all new directors or to any library director who requires training in accurate data collection and reporting methods or on use of the online portal, LibPAS. Workshops are held throughout the year demonstrating ways librarians, municipalities, and trustees can use public library data for planning, assessment, and advocacy. **Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Consultation/drop-in/referral

**Format:** Combined in-person & virtual

**Total number of consultation/reference transactions:** 575

**Average number of consultation/reference transactions per month:** 48

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** Yes **State Government:** Yes **Local Government:** Yes **School District:** No **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 257, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details



**Title:** One to one specialist and regional liaison consulting **Abstract:**

The Maine State Library's team of specialists offer one to one consulting services to help directors and staff with all library service issues, including management, building projects, programming, volunteers, marketing, and promotion. They also assist directors from smaller/rural libraries to find mentors or support and assistance from nearby libraries. Library trustees/board members also request consulting services. Maine is divided into nine regions. The specialists work on a statewide basis providing resources, guidance, training, and other support in their areas of expertise. The specialists also serve as liaisons for each of the nine regions and collaborate with team members to refer librarians to the best person at MSL to address their needs. **Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Consultation/drop-in/referral

**Format:** Combined in-person & virtual

**Total number of consultation/reference transactions:** 3,466

**Average number of consultation/reference transactions per month:** 288

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** Yes **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** No **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 257, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 617, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

**Title:** Summer reading program **Abstract:**

State library consultants addressed a library need through the collaborative summer reading program. Done in partnership with Chewonki Foundation and the Gulf of Maine Research Institute, this program helped address Covid-era learning gaps and presented librarians with a pre-made theme (Oceans of Possibilities) and kits. The project was a success, with 89 libraries as participants as well as two training sessions for librarians. This made summer programming easier on Maine library communities and helped educate librarians in best practices in running a summer reading program. **Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Other

**Format:** Combined in-person & virtual

Both in-person and virtual.

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** Targeted **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:** All Ages,

**For what economic types:** EconomicNotApplicable **For what ethnicity types:** EthnicityNotApplicable, **Is the activity directed at families:** Yes **Is the activity directed at intergenerational groups:** Yes **Is the activity targeted at immigrants/refugees:** Yes **Is the activity directed at those with disabilities:** Yes **Limited functional literacy or informational skills:** Yes **Is the activity category not already captured:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 89, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

## Project Outcomes

### List any important outcomes or findings not previously reported:

Consultants continue to address the challenges of Maine library staff by serving as experts and sounding boards for regional librarians in need. This encompasses everything from check-ins with new directors, to advice on topics as far ranging as HR matters and building issues, and they continue to communicate using a combination of virtual, written, and in-person interactions. Consultants also continue to look for and address unmet needs, most recently evidenced by the collaborative summer reading program, which met both the needs of patrons and also those of librarians who were unable to run a summer reading program without assistance or whom preferred a more professional program. Consultants will continue to assess needs as they come and will also continue to be adaptable in regard to communication styles post-covid.

### Please briefly describe the importance of these outcomes and findings for future program planning:

Monthly zoom meetings, which typically attract 50 or more librarians, have evolved to become an excellent way to get the word out about programs and resources available to the Maine library community, as well as a means by which MSL staff may hear feedback and new ideas.

### Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:

MSL staff have learned to be adaptable to changing communication styles as brought on by the pandemic. This has meant more virtual interactions as well as more use of the state library listservs. The lesson learned has been to meet people where they are and to be aware of different communication styles.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** No

Exemplary: Yes; This program addresses the needs of all library workers who want to make a connection with specialists and experts at no cost to them or their libraries.

## Project Tags

Specialist, Consultants, COVID

## Project Information

Fiscal Year: 2022

State: ME

Version: 1

SPR Project Code: 2022-ME-92366

Title: Maine School and Library Network (MSLN)

State Project Code: 1740

Start Date: 10/01/2021

End Date: 09/30/2023

Status: Accepted

**Abstract:** This partnership manages the Maine School and Library Network (MSLN), the statewide telecommunications and Internet delivery system for public libraries and K12 schools in Maine and provides E-rate coordinator services to libraries so they can benefit from Universal Service Fund. LSTA funds are used to support salary for the State Library E-rate Coordinator and Library Development Director who work with Networkmaine and libraries. Work is done through the Networkmaine Advisory Council and consists of planning, funding, compliance, the application process and managing the overall Maine School and Library Network (MSLN). The network and library connections are funded by the federal Universal Service Fund (federal e-rate program) and the Maine Telecommunications Education Access Fund (MTEAF). (state e-rate program). The Networkmaine Council Memorandum of Understanding was signed by the Maine Commissioner of Education, the Maine State Librarian, the State of Maine Chief Information Officer and the Chief Information Officer of the University of Maine System and is quoted below: "Networkmaine is a unit of the University of Maine System (UMS)...Networkmaine shall operate and manage a statewide telecommunications delivery system developed to support education, research, public service, government and economic development...Networkmaine shall act as the Maine School and Library (MSLN) consortium authority and will be responsible for making necessary certifications and for responding to Universal Service Administrative Company (USAC) inquiries on behalf of the eligible consortium members during both pre and post commitment processes." State Goal: Expand library resource sharing and services for all Maine residents

## Project Director

Director Name: Jared Leadbetter; Director Phone: 207-287-5627; Director Email: jared.leadbetter@maine.gov

## Grantee Information

Grantee: Maine State Library

## Additional Materials

- <http://www.msln.net/>
- <http://networkmaine.net/>
- <http://www.maine.gov/msl/erate/about.shtml>

## Budgets

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$108,321.42	\$5,265.36	\$0.00	\$113,586.78
Description	LSTA salaries/wages/benefits are for 1 FTE for E-rate/Technology Specialist. Match represents part time effort from one staff member.			

<b>Consultant Fees</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees				
<b>Travel</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description	NA				
<b>Supplies/Materials</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description	No supplies				
<b>Equipment</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment				
<b>Services</b>		\$3,025.00	\$0.00	\$0.00	\$3,025.00
Description	\$3025.00 for zoom licenses for libraries. \$4396.54 for state services including centralized accounting and IT (included in admin project).				
<b>Other Operational Expenses</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description	NA				
<b>Totals:</b>		\$111,346.42	\$5,265.36	\$0.00	\$116,611.78

**Intent**

Improve users' ability to discover information resources.

- Digital Literacy
- Broadband adoption

**Project Activities**

**Activity Details**

**Title:** E-rate Coordinator Support and Instruction **Abstract:**

The Maine State Library's E-rate and technology consultant works with libraries statewide on e-rate applications, technology issues and emerging technologies education and training, most significantly with the management of Zoom subscriptions through Networkmaine. This includes phone, webinars and e-rate deadline reminders for the e-rate applications for new Category 2 services as well as the applications through Networkmaine for Maine School and Library Network transport and Internet services. Yearly Zoom subscriptions currently supported by ARPA will be supported by LSTA in 2023

**Intent:** Improve users' ability to discover information resources.

**Activity:** Instruction

**Mode:** Consultation/drop-in/referral

**Format:** Combined in-person & virtual

**Total number of consultation/reference transactions:** 24

**Average number of consultation/reference transactions per month:** 2

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** No **Local Government:** Yes **School District:** No **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 160, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

**Activity Details**

**Title:** Networkmaine Advisory Council-MSLN Management **Abstract:**

This activity represents time invested by the Library E-rate Coordinator for management, compliance, planning and evaluation of the Maine School and Library Network. The Maine State Library, along with the Maine Department of Education and with support of the Networkmaine Council present a budget to the Public Utilities Commission each year for use of the Maine Telecommunications Education Access Fund (MTEAF). The E-rate Coordinator spends time during the MSLN/E-rate application process determining eligibility and compliance for libraries as well as ensuring the proper paperwork is signed and submitted. The Library Development Director attends all Advisory Council Meetings for project planning, budget, and report submission to the Maine PUC. The Director of Library Development also serves as part of the RFP review team every three years. **Intent:** Improve users' ability to discover information resources.

**Activity:** Planning & Evaluation

**Mode:** Prospective

**Format:** In-house

**Number of evaluations and/or plans funded:** 1

**Number of funded evaluation and/or plans completed:** 1

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** Yes **State Government:** Yes **Local Government:** No **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 236, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

**Activity Details**

**Title:** Zoom licenses for Maine libraries **Abstract:**

This project was initiated in order to support libraries who became reliant on virtual programming during the pandemic, the Maine State Library offered reimbursement to libraries for a videoconferencing solution. This reimbursement lowers the cost barrier of continuing virtual services for many of our libraries, including services like online storytimes, book groups, presentations and meetings. This project will be moved from LSTA funds to state funds moving forward as Zoom will not allow group licensing for public libraries as of 6/30/23. **Intent:** Improve users' ability to discover information resources.

**Activity:** Content

**Mode:** Acquisition

**Format:** Combined physical & digital

**Number of hardware acquired:** 0

**Number of software acquired:** 1

**Number of licensed databases acquired:** 0

**Number of print materials (books & government documents) acquired:** 0

**Number of electronic materials acquired:** 0

**Number of audio/visual units (audio discs, talking books, other recordings) acquired:** 0

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 43, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 1, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

I am satisfied that the resource is meeting library needs.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 0 | **SA:** 0 | **NR:** 0

Applying the resource will help improve library services to the public.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 0 | **SA:** 0 | **NR:** 0

**Project Outcomes**

**List any important outcomes or findings not previously reported:**

243 libraries receive service through NetworkMaine. All libraries have fiber connections with at least a 1 gigabit connection except for 4 on islands or in very rural areas. The ability of libraries to have Zoom Pro subscriptions through Networkmaine and financially supported through MSL is a great indicator of the robust nature of this partnership.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

The high-speed network connection continues to be a vital resource for Maine patron communities. This is especially important post-covid, as businesses and individuals have become more immersed in virtual and remote workspaces.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

In Maine, the Maine School and Library Network internet service is highly valued by participating libraries in Maine. Over 90% of Maine public libraries participate in this program. The program is funded via federal E-rate funding and the state's Maine Telecommunications Education Access Fund (MTEAF).

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** No

Exemplary: No

**Project Tags**

MSLN, E-rate, Internet

**Project Information**

Fiscal Year: 2022

State: ME

Version: 1

SPR Project Code: 2022-ME-92367

Title: Continuing Education

State Project Code: 1729

Start Date: 10/01/2021

End Date: 09/30/2023

Status: Accepted

**Abstract:** Over seventy percent of Maine's library directors and staff do not hold an MLS degree. Continuing education is a critical component of the Maine State Library's (MSL) mission to make libraries stronger; MSL's CE consists of a variety of methods that include the Voluntary Public Librarian Certification Program (VPLC), cohorts of learners, plus regional and annual continuing education. For the VPLC program, the coursework is supported by a WebJunction Community Partner agreement, Skillssoft courses, as well as course work developed by other SLAs with IMLS funds. It is delivered through the Niche Academy platform. MSL also supports STEM programming statewide with a STEM Specialist position partially supported by federal funds. It is important to note that Maine library staff do a significant amount of self-directed learning utilizing the platforms and content purchased for VPLC and other CE opportunities.

**State Goal:** Improve the Maine library workforce via continuing education, professional development and leadership opportunities

**Project Director**

Director Name: Marijke Visser; Director Phone: 2072875623; Director Email: marijke.a.visser@maine.gov

**Grantee Information**

Grantee: Maine State Library

**Additional Materials**

- <https://my.nicheacademy.com/mslstaff>
- <https://www.maine.gov/msl/libs/ce/libcert.shtml>

**Budgets**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$2,654.19	\$0.00	\$0.00	\$2,654.19
Description	Federal salary/wages/benefits is a portion of the Director of Library Development's wages and benefits for time dedicated to the program.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
<b>Travel</b>	\$705.00	\$0.00	\$0.00	\$705.00
Description	\$485.00 for New England Library Association conference travel, \$220.00 for Association for Computer Technology Educators of Maine conference travel.			
<b>Supplies/Materials</b>	\$3,160.43	\$0.00	\$0.00	\$3,160.43
Description	\$27.53 for professional development books, \$3132.90 for printing of Trustees Handbook.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$47,282.25	\$0.00	\$0.00	\$47,282.25
Description				

\$21,900.00 for COSLINE 5-year program evaluation, \$5,253.00 for WebJunction for the Voluntary Library Certification program and access to training for Maine library staff, \$748.00 for the online calendar, \$50.00 for COSLA virtual training, \$13,475.00 for Maine Association of Nonprofit (MANP) library memberships, \$100.00 for MANP membership for state library, \$3,000.00 for state library COSLINE membership, \$1,856.25 for DEI training, \$900.00 for surveymonkey, \$1,999.73 for state accounting service center (included in admin project). .

<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No other operational expenses			
Totals:	\$53,801.87	\$0.00	\$0.00	\$53,801.87

**Intent**

Improve the library workforce.

- Library Skills

**Project Activities**

**Activity Details**

**Title:** Voluntary Public Librarian Certification Program **Abstract:**

To meet the needs of Maine's public library staff, the Maine State Library has developed a three-level voluntary certification program comprised of online courses, archived webinars, workshops, and special institutes. Library directors and personnel who do not have formal training in library science start with Basic Certification training. All the courses are aligned with the American Library Association's (ALA) Core Competencies and the 21st Century Skills matrices. Intermediate and Advanced Certification build on the work done at the basic level and allows the librarian to explore these topic areas in more depth by choosing electives in each subject area. Once a certification level is achieved, the librarian is required to attend or complete 5 classes, webinars or workshops each year to maintain that level of certification. School Library Media Specialists and EdTechs may also use these courses toward recertification. The MSL contracts with WebJunction and SKillssoft for content and utilizes freely shared content developed by other state library agencies and national organizations. For this last report, MSL learners earned 6 basic, 2 intermediate, and 2 advanced certificates, and one certificate was renewed. **Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Program

**Format:** Virtual

**Session length (minutes):** 60

**Number of sessions in program:** 505

**Average number in attendance per session:** 1

**Number of times program administered:** 69

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** Yes **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 39, **Academic Libraries:** 8, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 1, **School Libraries:** 10, **Other:** 11

**Total number of survey responses:** 0

I learned something by participating in this library activity.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 0 | **SA:** 0 | **NR:** 0

I feel more confident about what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 0 | **SA:** 0 | **NR:** 0

I intend to apply what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 0 | **SA:** 0 | **NR:** 0

Applying what I learned will help improve library services to the public.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 0 | **SA:** 0 | **NR:** 0

**Activity Details**

**Title:** STEM Activities **Abstract:**

The Maine State Library (MSL) supports a variety of STEM activities that including webinars, library visits for programs as well as a weekly MSL Science Online Facebook stream activity that is popular with parents, homeschoolers and librarians who look to replicate activities at their libraries. Of note, the

Science Online videos have been driving interest in STEM activities. These videos typically last between an hour and an hour and a half and attract up to 15 participants per video. The move toward video and social media interactions has increased access and enables patrons and the library community to engage in STEM activities and trainings without leaving home. **Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Presentation/performance

**Format:** Virtual

**Presentation/performance length (minutes):** 15

**Number of presentations/performances administered:** 46

**Average number in attendance per session:** 10

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 255, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 617, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

**Title:** Self-directed lifelong learning **Abstract:**

Many Maine librarians pursue learning on their own with the digital learning resources that the Maine State Library (MSL) acquires for the Voluntary Public Library Certification Program and the Digital Maine Library. This usage far exceeds those Maine library staff that participate in the formal Volunteer Public Library Certification program (VPLC), cohorts, or other scheduled training. This type of learning has become more robust during COVID and looks to be a trend in Maine's continuing education landscape. It is significant that Maine library staff takes advantage of this on-demand learning content for both just-in-time learning and to keep skills and knowledge up to date. For this past year, MSL's 127 registered learners completed a total of 323 classes.

**Intent:** Improve the library workforce.

**Activity:** Content

**Mode:** Other

**Format:** Digital

Niche Academy content, Webjunction and Skillsoft participation includes 127 registered learners completed a total of 323 classes.

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** Yes **Preschools:** No **Schools:** Yes **Adult Education:** No **Human Service Organizations:** No **Other:** Yes

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 103, **Academic Libraries:** 25, **SLAA:** 8, **Consortia:** 0, **Special Libraries:** 1, **School Libraries:** 21, **Other:** 11

**Total number of survey responses:** 0

I am satisfied that the resource is meeting library needs.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 0 | **SA:** 0 | **NR:** 0

Applying the resource will help improve library services to the public.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 0 | **SA:** 0 | **NR:** 0

#### Activity Details

**Title:** Maine Association of Nonprofits library memberships **Abstract:**

The Maine State Library pays membership fees for nonprofit libraries to utilize services provided by the Maine Association of Nonprofits. MANP provides a discount for the centralized billing and management. Libraries benefit by receiving free and subsidized training for their library and boards Member benefits listed at: <https://www.nonprofitmaine.org/join/nonprofit-membership/member-benefits/> **Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Other

**Format:** Combined in-person & virtual

Member benefits; resources, training, events.

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** Yes

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 76, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

**Project Outcomes**

**List any important outcomes or findings not previously reported:**

Online learning continues to be popular post-pandemic. Library staff have gained an appreciation for virtual platforms and will continue to look at opportunities for virtual learning.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

These outcomes have given staff a better appreciation for the demand that library staff have for self-directed and/or online learning. Many public library staff lack the time, flexibility, and funds to attend in-person trainings and learning sessions and the virtual format allows access to learning opportunities that many would not have otherwise, at no cost to them or their libraries.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

This has had the impact of reinforcing the need for MSL staff to adapt our own strategies to meet the needs of the larger library community. While it was at times difficult to pivot to more virtual offerings at the start of the pandemic, it was a needed and beneficial change.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** Yes

**Was a final written evaluation report produced?** No

Exemplary: No

**Project Tags**

Continuing educatio, CE, Professional development

**Project Information**

Fiscal Year: 2022

State: ME

Version: 1

SPR Project Code: 2022-ME-92368

Title: Procurement, Evaluation and Selection of Online Content: Databases and Learning Tools

State Project Code: 1735

Start Date: 10/01/2021

End Date: 09/30/2023

Status: Accepted

**Abstract:** The Maine State Library uses federal funds to purchase and/or subscribe to online content that includes databases and other online learning services for the benefit of Maine resident for lifelong learning. The Digital Maine Library provides access to over 90 online paid and free resources that provide Maine residents the ability to search a variety of resources at individually or collectively for information. Online content covers a choice of subjects in a variety of resource types targeted for different populations; Access is via geo-location for authentication plus library card barcode. Resources include full text articles and online learning resources.

**State Goal:** Expand and enhance life-long learning opportunities for Maine residents



**Project Director**

Director Name: Beth Crist; Director Phone: 207-287-9581; Director Email: beth.crist@maine.gov

**Grantee Information**

Grantee: Maine State Library

**Additional Materials**

- <https://library.digitalmaine.org/>

**Budgets**

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$2,654.19	\$0.00	\$0.00	\$2,654.19
Description	Salary is for the Library Development Director's time spend to help manage this project.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees			
<b>Travel</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No travel.			
<b>Supplies/Materials</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No supplies.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$85,595.00	\$247,139.00	\$152,436.70	\$485,170.70
Description	\$85,000 is the cost for database package (NovelList, learning express, MyHeritage, etc.), \$375 for Consultant for Processwire accessibility updates, \$220.00 for Processwire accessibility updates. \$3,527.79 for state centralized IT and accounting services (included in admin project). \$247,139 match are MSL state funds for other databases for DML. \$152,436.70 in monies from academic libraries for a specific database purchase, where MSL is the fiscal agent since those libraries do not have a formal consortium for purchasing.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	NA			
Totals:	\$88,249.19	\$247,139.00	\$152,436.70	\$487,824.89

**Intent**

Improve users' general knowledge and skills.

- Curriculum support
- General (select only for electronic databases or other data sources)

**Project Activities**

**Activity Details**

**Title:** Content procurement, maintenance and evaluation **Abstract:**

In 2018, The Maine State Library used the state's RFP procurement process to select a vendor for the core general resources and another RFP to establish a Pre-Qualified vendor list to obtain the best pricing from vendors for online resources not part of the core state package.

Contracts were renewed with all current vendors and was also expanded with new resources from existing vendors at little or no cost.

Gale/Cengage provides the core of content but the Digital Maine Library includes additional content from EBSCO, ProQuest, Pronunciator, Springer and Niche Academy.

In 2023 there will be a request for quotes for the next 3-5 year period **Intent:** Improve users' general knowledge and skills.

**Activity:** Content

**Mode:** Acquisition

**Format:** Digital

**Number of hardware acquired:** 0

**Number of software acquired:** 0

**Number of licensed databases acquired:** 60

**Number of print materials (books & government documents) acquired:** 0

**Number of electronic materials acquired:** 0

**Number of audio/visual units (audio discs, talking books, other recordings) acquired:** 0

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** Yes **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 255, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 617, **Other:** 0

**Total number of survey responses:** 0

### **Project Outcomes**

**List any important outcomes or findings not previously reported:**

The databases that make up the Digital Maine Library (DML) continue to be popular, however, there is always room to improve our messaging regarding this collection of databases. To this end, MSL staff are working to come up with new marketing and training ideas in order to get the word out to the widest audience possible. Additionally, database costs continue to increase, which necessitates careful consideration of what MSL can offer via this platform. MSL staff are currently working to create an evaluation plan to examine usage, usability, and future needs. .

**Please briefly describe the importance of these outcomes and findings for future program planning:**

MSL staff are currently engaged in a RFP process in order to ensure that database purchasing is as efficient as possible. This RFP slated for 2024 is highly focused on both quality and cost control.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

The DML runs smoothly but there are times when internet traffic interrupts access. Our host has a 99% uptime but it does happen.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** No

Exemplary: No

### **Project Tags**

databases, geolocation