

State of Alaska FY2012 Governor's Operating Budget

Department of Education and Early Development Alaska Library and Museums Results Delivery Unit Budget Summary

Alaska Library and Museums Results Delivery Unit

Contribution to Department's Mission

To provide access to government information; to collect, organize, preserve, and make available materials that document the history of the state; and to promote the development of libraries, archives and museums statewide.

Core Services

- Coordinate and support the development of library and museum services statewide through training, consulting and grant programs
- Provide information services to agency and legislative personnel and the general public
- Collect, organize, preserve, and make available to the public materials important to the history of the state, including manuscripts, photographs, documents, books, artifacts, and state government records
- Provide assistance to state agencies in managing information through records management, archival, and micrographic services
- Provide direct library services to special groups, including blind and physically handicapped and persons living in remote areas

Results at a Glance

(Additional performance information is available on the web at <http://omb.alaska.gov/results>.)

END RESULT A: Increase the use of library, museum, and archival programs and services

- The number of artifacts loaned to other museums decreased in 2010; the number of new items increased
- There was a marked decrease in records dispositions in 2010 due mainly to the August 2009 flood and the focus on statewide training for the new email archiving system
- Use of library information services increased significantly during 2010

Status of Strategies to Achieve End Result

- Direct email contacts to new state employees, and continually updated and improved web access to information, have proved effective for outreach to state employees and others
- The museum website and electronic searchable databases are undergoing significant changes to improve access
- ARMS increased number of seminars offered and individuals trained in 2010

END RESULT B: Increase usage of information and materials on Alaska

- There was an increase in in-house use of items, and a dramatic increase in Alaska-related reference questions and in online access of materials
- The museum has been creative in the development of new venues for traveling exhibits resulting in several new partnerships using these exhibits
- Visitors showed significant increases in 2010; reference inquiries dropped slightly

Status of Strategies to Achieve End Result

- Alaska-related materials on the library's website continues to increase in all categories of measurement in 2010
- Eight new virtual exhibits added in 2010 and there was an increase in visitors to the website
- Research tools and digital collections both increased during 2010

END RESULT C: Promote best practices for museum and library directors statewide

- 340 (100%) Alaska library directors and school librarians received assistance from the Library Development team of the Alaska State Library in FY10
- The number of State Museum resources used increased slightly in 2010, and both site visits and individuals trained increased

Status of Strategies to Achieve End Result

- The number of library administrators who attend state-library-sponsored educational events continues remains strong; just over 61% attended educational events in FY10.

- During 2010 there was a decrease in the distribution of informational material statewide

END RESULT D: Increase use of Talking Book Center (TBC) services and materials

- From 2003 through 2010, the number of TBC patrons decreased by 13.4% while the number of items circulated increased by 11.1%

Status of Strategies to Achieve End Result

- In 2010, the TBC contacted 22 different groups to promote services to eligible individuals

Major Activities to Advance Strategies	
<ul style="list-style-type: none"> • Service awareness actions: websites, outreach • MINISIS database capable of being accessed through the Internet • Provide outreach to records officers and division directors on services • Develop electronic records policies and programs for preservation & access • Add photographs into the Alaska Digital Archives • Continue to add full descriptions of photo collections to the OCLC database • Produce electronic and paper brochures that promote collections and services • Develop Archives website for search and retrieval of historical materials • Track patron use of services • Continue to add interactive Finding Aids and Inventories of collections to the Historical Collections website • Develop and distribute publicity brochures on Talking Book Center services • Implement, review and re-write five-year plan for library development and services with Governor's Advisory Council on Libraries 	<ul style="list-style-type: none"> • Develop cooperative outreach services with library, archives and museums staff statewide • Continue design of new combined LAM building • Secure funding for construction phase for the new combined LAM building • Provide workshops at conferences and other events • Develop audio or online workshops • Provide training and consulting services on-site and via the internet, email and telephone • Publish new articles on conservation, collection management, governance, planning, interpretation, and presentation and make them available • Establish an electronic records working group • Publish electronic records activities on the Internet • Investigate methods of augmenting digital services • Conduct statewide employee library use survey

Key RDU Challenges

The Libraries, Archives and Museums support Priority Program: Active Partnerships

Libraries

Library services, whether delivered online or in person, are staff intensive. The State Library's abilities to 1) care for and preserve the Historical Collections, 2) to provide reference and information service, and 3) provide financial and technical support to Alaska's library community, are directly related to capacity and staffing. The State Library serves all state agency personnel statewide, the public and researchers worldwide and Alaskan libraries. A growing challenge is the need for knowledge transfer as the workforce ages and as people move from place to place.

A key issue for the State Library is technology. The State Library has been aggressive in the adoption of technology to automate functions and procedures that serve libraries, state agencies and citizens of the state, providing access to information needed in their daily lives. To stay up-to-date, continual training is important.

The collection and preservation of state documents published in electronic format remains a challenge. In recent years, roughly 40% of all identified Alaska state publications have been issued solely online. We collect and make these available electronic information online and can now clearly identify usage of digital state documents.

The general scarcity of high-quality, relevant training, and technical support and resources are major concerns among librarians from towns of all sizes. Small libraries are especially beset by a pervasive lack of confidence and ability to understand, maintain, and provide public access computing technologies as a service to their patrons.

When the State Library moved into the State Office Building in 1974 the space was less than the collection required. In 2010, the library space and environmental safeguards are inadequate to meet the current and future needs for the safety of historically valuable library materials and for the use of library patrons.

Archives

The Archives staff works closely with the statewide Electronic Practices Committee to review issues such as email policy, legal discovery of electronic records, electronic standards for systems and digital imaging.

The Central Micrographics Services program has grown; in addition to previous services, it now provides scanning to digital images, and microfilming from digital images. Customers are expanding their contracted work as a result of these new services, and the new work is starting to stretch the limits of the current staff.

The Archives has completed contracting for a leased facility to house a portion of its records. A major move of about 15,000 boxes of records took place during FY 2010. Offsite storage relieved the overcrowding for records storage at the Archives, though the remaining records will continue to be stored in the sub-standard Archives building. Costly storage of paper records continues to be a challenge for state agencies. It is difficult to quantify the number of agencies that are not using, or underutilizing, the use of the offsite vendors due to economic rationale.

Archives must ensure that all state agencies know what their responsibilities are under law and whether or not they meet archives and records management policies/procedures regarding electronic records and email retention.

Museums

A major challenge for the Museums program is the maintenance and upkeep of the two Museum facilities: the State Museum in Juneau and the Sheldon Jackson Museum in Sitka. Both buildings are aging, and have needs to update and/or repair for the roof, HVAC, and existing storage and exhibit spaces.

Storage space for collections is another area of concern. Currently 36,253 artifacts are in the Museum collection, stored both in-house and at an off-site leased facility.

Management and care of the Stratton Library, adjacent to the Sheldon Jackson Museum in Sitka, is a new challenge. Currently under negotiation for purchase by EED, it is expected that the Stratton will require a new roof, new siding, review and renovation of other essential building functions (HVAC, ADA access, an easement for a water pipe, etc) as well as additional staffing before it can be utilized for the division's benefit.

Staffing is another challenge. Both locations are working with minimal staff, though the expectation is to continue to develop programs and offerings to the communities which they serve as well as to the state as a whole. Staffing is partially met by seasonal workers and on-call staff that work on an as-needed basis. The safety and security of the Museums' collections are at risk when there are problems having full staffing levels on a daily basis.

With a limited acquisition budget, much of Alaska's history is leaving the state, as Alaska Museums are unable to compete in the marketplace for the artifacts and art that document and exhibit the richness and uniqueness of Alaska's history and cultures. In making collecting decisions, Museum staff consider:

- *Historical objects*, including pre-1867 Russian objects, and artifacts from gold rushes, early industry, steamship travel and early aviation, the Matanuska colony, the Aleutian campaign, territorial political campaigns, the push for statehood, and the Cold War;
- *Alaska Native artifacts* represent traditional culture and ways of life. In addition, 20th century material is receiving new attention: objects representing the missionary experience, Alaska Native civil rights movement and political leaders, and "market art;"
- *Art by Alaskan artists*—particularly earlier works to document the changing styles and subjects of various artists throughout their careers, and to show the extension of regional and international styles and movements to Alaska—as well as art that is uniquely Alaskan.

Significant Changes in Results to be Delivered in FY2012

There are no significant changes in results to be delivered in FY2012.

Major RDU Accomplishments in 2010

Libraries

With a space problem at the Archives, the State Museum, and the State Library, a joint solution for a new building that combines all units has been developed. The State has purchased property adjacent to the Museum and it is large enough to accommodate the programs of the Archives, Museum and Library. Architectural plans are in process; concept plans are complete; and schematic drawings are expected in January 2011. Construction funding is still needed. The LAM project will integrate the programs and collections of the Division of Libraries, Archives & Museums into one modern facility of 124,000 square feet. The Alaska State Library, the Alaska State Archives, and the Alaska State Museum are presently located in three different sites and housed in buildings that are insufficient in size, lack proper security, and are structurally deficient. The project will provide space, security, and environmental protections for these irreplaceable collections.

The State Library continued to provide E-Rate assistance to schools and libraries statewide. This program generates over \$18 million dollars annually in telecommunications subsidies, and, as a result, Alaska ranks number one in the amount of money received per student. State Library staff provides training and assistance to schools, libraries, and telecommunications vendors participating in this complex program.

The State Library was awarded two significant federal grants in the past year:

- A Laura Bush 21st Century grant will fund a statewide conference called “Northern Light: sharing the story”. It brings together libraries, museums and archives staff who serve significant Native populations, and Alaska Native librarians, museum and archives workers for a professional training program and knowledge-sharing time. The conference will be in April 2011.
- A BTOP (Broadband Technologies Opportunity Program) grant was awarded by the US Department of Commerce. This will assist public libraries in putting in videoconferencing centers supported by sustainable and affordable internet. Training for use of the software and hardware will also be provided. This is under consideration for acceptance by the state legislature.

The State Library continues to provide basic training and continuing education opportunities to libraries in Alaska and focused on sharing library resources with state workers. The Library Development staff offers technical assistance in all aspects of library service. The State Library sponsored the annual leadership training workshop for the Public Library Director’s Leadership group, a group of smaller library directors, and for directors of research and resource libraries. Staff taught numerous classes through the year, during the annual statewide conference and during site visits. Topics such as electronic resources and basic library operations were covered. Staff provided individual consulting advice, assistance and support to librarians through the state. For the tenth year the State Library sponsored a statewide summer reading program.

The Library continues to add to its web presence and resources. Through the online catalog, many Alaska and federal government publications are now connected electronically to the online publications found on State of Alaska websites. The library continues to pursue electronic resources and to curtail paper-based resources.

Museums

Visitors to the museum website can view virtual exhibits. Teachers can borrow objects through the Hands-On Loan Program, as well as obtain supplemental educational materials and student curricula. The Museums supply technical resource information on preservation and museum management. The Museum is continuing to develop outreach activities throughout the state. This was the final year for a three-year internship program to put trained museum conservators out in the field assisting museums with their conservation issues within their collections. The grant in aid program assists with the development of statewide museum programs by funding small projects in local areas.

Archives

The State Archives continues to work on a software program specifically designed to manage archival records (MINISIS). When advanced enough it will enable the division to make collections available for research from our

website. Researchers and staff will then have access to the basic descriptive data for records held in more than 30,000 records cartons and archives boxes.

The Archives provided leadership throughout the State of Alaska in electronic records, local government records management and manuscripts preservation, through the Alaska State Historical Records Advisory Board (ASHRAB), that the State Archivist coordinates and which manages National Archives grant monies in Alaska.

Open space in the Archives building, enabled by offsite storage, was repurposed for an ADA-accessible and more comfortable research and reference area on the ground floor, and two staff members were relocated to that space to serve the public. Before, researchers had to find their way to the second floor, without an elevator for handicapped accessibility, in order to research in the records.

Contact Information
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**Alaska Library and Museums
RDU Financial Summary by Component**

All dollars shown in thousands

	FY2010 Actuals				FY2011 Management Plan				FY2012 Governor			
	UGF+DGF Funds	Other Funds	Federal Funds	Total Funds	UGF+DGF Funds	Other Funds	Federal Funds	Total Funds	UGF+DGF Funds	Other Funds	Federal Funds	Total Funds
Formula Expenditures None.												
Non-Formula Expenditures												
Library Operations	4,396.6	216.6	948.3	5,561.5	4,563.4	358.3	1,045.5	5,967.2	4,729.2	1,068.3	3,039.8	8,837.3
Archives	980.6	69.7	15.3	1,065.6	1,017.0	98.3	40.0	1,155.3	1,059.2	103.7	40.0	1,202.9
Museum Operations	1,713.8	0.0	57.2	1,771.0	1,878.1	0.0	60.0	1,938.1	1,956.6	0.0	60.0	2,016.6
Totals	7,091.0	286.3	1,020.8	8,398.1	7,458.5	456.6	1,145.5	9,060.6	7,745.0	1,172.0	3,139.8	12,056.8

**Alaska Library and Museums
Summary of RDU Budget Changes by Component
From FY2011 Management Plan to FY2012 Governor**

All dollars shown in thousands

	<u>Unrestricted Gen (UGF)</u>	<u>Designated Gen (DGF)</u>	<u>Other Funds</u>	<u>Federal Funds</u>	<u>Total Funds</u>
FY2011 Management Plan	7,039.1	419.4	456.6	1,145.5	9,060.6
Adjustments which will continue current level of service:					
-Library Operations	141.8	0.0	0.0	0.0	141.8
-Archives	42.2	0.0	5.4	0.0	47.6
-Museum Operations	75.7	2.8	0.0	0.0	78.5
Proposed budget increases:					
-Library Operations	24.0	0.0	710.0	1,994.3	2,728.3
FY2012 Governor	7,322.8	422.2	1,172.0	3,139.8	12,056.8