

# **State of Alaska FY2019 Governor's Operating Budget**

## **Department of Education and Early Development Alaska State Libraries, Archives and Museums Results Delivery Unit Budget Summary**

Alaska State Libraries, Archives 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.

Results

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

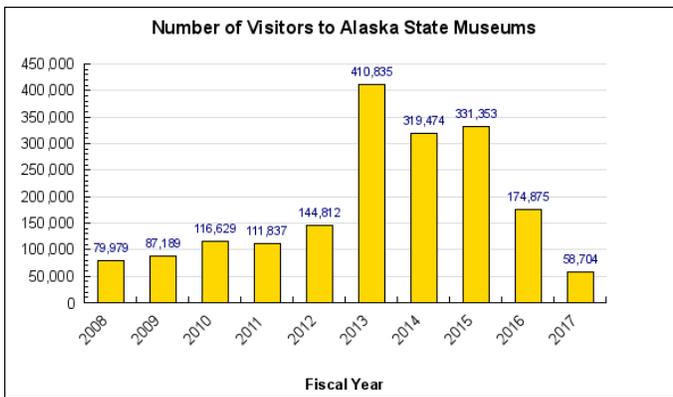
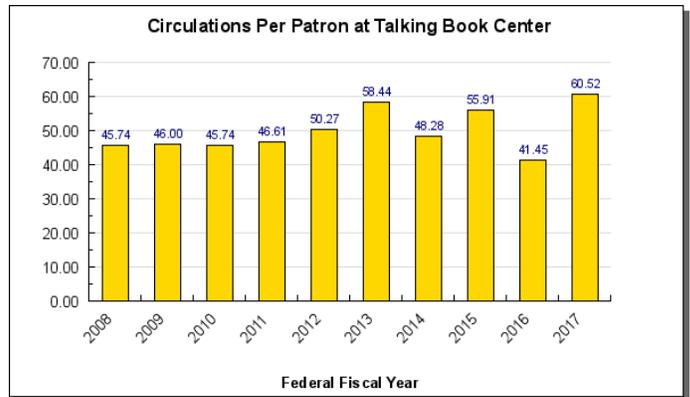
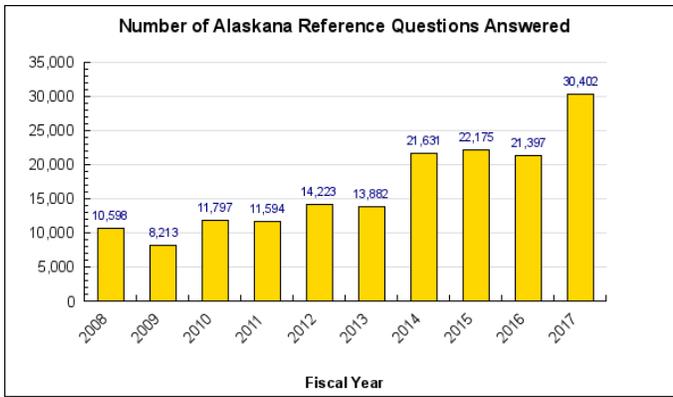
Core Services

- Provide access to the Alaska State Libraries, Archives and Museums programs and services
- Promote educational opportunities for the development of Libraries, Archives and Museums statewide
- Continue to collect and manage the care of objects and documents that represent the peoples and history of Alaska

Measures by Core Service

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

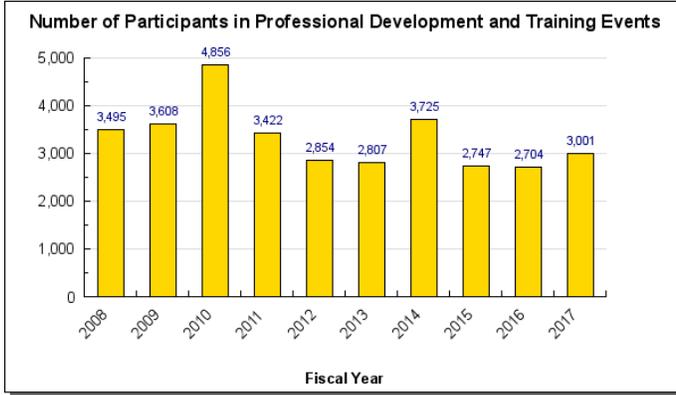
1. Provide access to the Alaska State Libraries, Archives and Museums programs and services



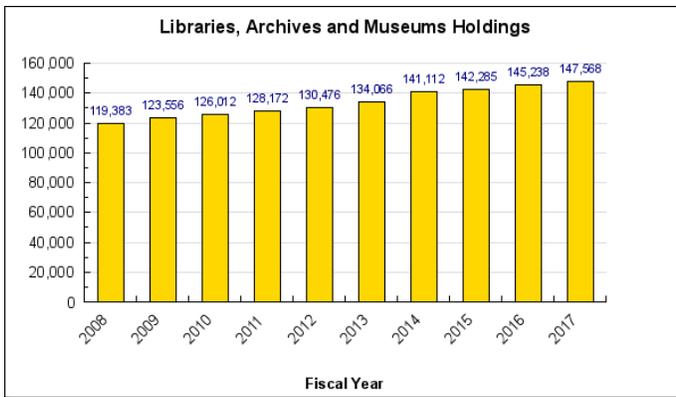
Target: Provide for educational opportunities and public programming throughout Division facilities



**2. Promote educational opportunities for the development of Libraries, Archives and Museums statewide**



**3. Continue to collect and manage the care of objects and documents that represent the peoples and history of Alaska**



**Major RDU Accomplishments in 2017**

**Libraries**

The State Library continues to add to its web presence and resources. Through the online catalog, patrons can connect to e-publications on State of Alaska websites. Participation in the Alaska Library Catalog means that patrons have direct access to about 1.8 million titles held by 77 Alaska libraries that serve 65% of the state's population. With more libraries joining in the coming year, patrons will have easy access to even more content.

New donations of photographs, personal papers, and audio visual material are coming to the Historical Collections in surprising numbers since the Father Andrew P. Kashevaroff (APK) Building opened its doors. Highlights of the 34 new accessions include a collection of original negatives from the family of Juneau photographer Leonard Delano. Another significant donation is three hours of archival film footage, documenting the entire process of carving a traditional Tlingit canoe, under the direction of Elder George Dalton, in Glacier Bay in 1986.

The State Library has offered many more programs to the public than in the past. Educators, students, families with young children, and adults enjoyed a summer lecture series and special programs on topics such as Alaskana, financial literacy, and the solar eclipse. The Division co-sponsored larger events, including a full day writing workshop, a 1.5 day workshop on working with Census data, and Juneau's Big Read. Staff created displays for special events

within the State Library and a thought-provoking display on *Survivance*, detailing the ways in which Alaska Natives have coped with cultural disruption since Alaska was transferred to the United States.

The Division developed a partnership with KTOO, the local public television, to film programs of speakers at the APK. KTOO and the Division have agreed to film at least 10 programs by March 2018. So far, two programs (author Ernestine Hayes and artist Jackson Polys) have been recorded and broadcast via 360 North.

The State Library is especially proud of work begun on providing resources for the Alaska history curriculum coordinated by the Alaska Humanities Forum. Staff have also been working with the Juneau School District, providing primary Alaska resources and hands-on learning opportunities for students, with a goal of refining this program and scaling it up for broader access.

The Library Development unit contracted for a five-year evaluation of how federal funds from the Institute of Museum and Library Services (IMLS) were used in Alaska from 2012 to 2017 to promote the development of library services. Library Development then assisted the Governor's Advisory Council on Libraries as it wrote a new five year plan on how federal funds from IMLS will be used to develop library services from 2018 to 2022.

Library Development partnered with the Toward Gigabit Libraries project staff and made six site visits to rural and tribal libraries to teach library staff how to evaluate and upgrade their library network and equipment. The E-Rate consultant was part of the Library E-Rate Access Project (LEAP), which focused on encouraging public libraries to participate more fully in the E-Rate funding program. Library Development staff used early literacy funding from the Alaska Department of Education and Early Development to buy furniture and toys for early childhood spaces in public libraries. These early literacy funds were also used to purchase an 18 month statewide subscription to Sesame Street e-books, which can be read online at <http://sled.alaska.edu>.

The Legislature funded a third year of the School Broadband Assistance Grant (BAG) program, which ensures that public schools have 10 mbps download speeds. Library Development staff distributed \$2.7 million in School BAG funding to 29 school districts for the 2016-2017 school year.

### **Archives**

The Alaska State Archives significantly increased their online presence after working with their database vendor, Minisis, to create an Online Public Access Catalogue (OPAC). Minisis allows the public to search all unrestricted holdings held by the Archives. The Archives also enhanced its online offerings for individual researchers and agencies across Alaska, which included access to over 80,000 newly indexed and digitized historic vital statistics records, new content added to probate and naturalization indexes, and digitized records related to Alaska's Sesquicentennial were placed online. The Archives continued to add digitized materials to Alaska's Digital Archives and now has over 900 images or documents online. Major collection materials were added to the Archives' holdings during FY2017, including over 700 land and mining volumes created by District and Territorial Court system between 1884 and 1959.

The Archives hosted multiple K-12 school fieldtrips FY2017, with students visiting, viewing materials, and learning about Alaska during sessions offered by archivists. Three university students interned at the Archives during FY2017 and learned about archival records, Alaska's history, and career options in the archives profession.

Records and Information Management Service (RIMS) worked with Division of General Services to monitor and update existing records center and imaging contracts. A new contract for storing State records in Southeast Alaska was re-awarded to AAA Archives in Juneau. General Services and RIMS also worked with Alaska Archives, the South Central Alaska records center vendor, to update their data discrepancies, including over 14,000 boxes long past their disposition date. This saved State agencies from continuing to pay storage fees for boxes with the vendor which should have been destroyed years ago.

Imaging and Microfilm Service (IMS) began increasing efforts to serve local government communities, particularly through creating disaster recovery microfilm. This unit also began the process of reformatting the Archives holdings of commissioner reading files to digital and microfilm images.

### **Museums**

The Alaska State Museum returned to normal operations in 2017. Operating larger facilities with 30% fewer staff, the

Museum is functioning as a lean and efficient unit. Work continues on projects related to the occupation of the new facility. The temporary exhibition program has restarted to excellent feedback from the public. While public programming relating to these exhibits has been thin in Juneau, the educational programs at the Sheldon Jackson Museum continue to provide quality programming for Sitka.

A mezzanine level and new large object storage structure has been constructed in the Alaska State Museum vault. Once this project is completed, large objects stored in offsite leased facilities will be moved into the State Museum vault and the lease for rented storage space will be terminated.

The Museum received the 2017 National Medal for Museum Service from the Institute of Museum and Library Services. Nominated by Senator Murkowski, this award is the Nation's highest honor for museums and is a tribute to this organization's ability to make a difference in the lives of children, families and communities across Alaska.

Visitor traffic in the new public gallery spaces and visitor response to these exhibitions has been outstanding. Visitor numbers for the Alaska State Museum continue on a positive growth trend. Visitor numbers have returned to pre-shut down levels, but have not yet reached the level of peak years. Staff expect continued growth in the near future. Visitor numbers at the Sheldon Jackson Museum have been outstanding.

The Grant in Aid Program continued in 2017 with awards of over \$105,600 to 15 museums in 10 legislative districts. This 35 year old competitive grant program is the primary source of State funding for many local museums and tribal cultural centers.

#### **Online With Libraries (OWL)**

The Online With Libraries (OWL) Program, managed by the Library Development unit, continues to assist public library patrons with enhanced internet access and a statewide videoconference network. Public libraries across Alaska can afford modest broadband internet by merging State OWL funds with Federal E-Rate subsidies and local library funds. The OWL network provides videoconference capabilities via public libraries to a wide array of government, educational, and nonprofit organizations, who benefit from this cost-effective method of communicating with and training Alaskans in rural communities.

In FY2017, the OWL Videoconference network held 481 videoconferences with 958 attendees for over 1,900 hours of videoconference time. Alaskans were able to stay in their home towns for government hearings, university classes, job interviews and more. OWL funding helped 25 public libraries afford internet speeds of 1.5 mbps by 1.5 mbps or more.

#### **Live Homework Help**

In FY2017, Live Homework Help provided nearly 7,000 hours of tutoring assistance to 19,110 Alaskan students. Library Development staff investigated how to place Facebook advertisements to reach Alaskans in their teens, with plans to place these ads during fall 2018.

#### **Facility Management**

The contractor's warranty period on the Father Andrew P. Kashevaroff Building (APK) ended on May 15, 2017 and the Division of Libraries, Archives and Museums (the Division) took over operation and maintenance of the facility. This stunning new building operates very well, with the exception of one major system – the well water cooling system. The cooling system has failed and must be replaced. The Department of Transportation and Public Facilities (DOTPF) building construction project management staff have been working with the building design team to develop a mechanical cooling system replacement.

Several other outstanding, minor projects that will be addressed during this fiscal year and next include:

- Electrical work – display case lighting and circulating fans under the clan house display cases;
- Energy usage monitoring and tracking on the building automated system;
- Connecting security management systems workstations to uninterrupted power supply and generator backup;
- Shades for the clerestory south facing windows;
- Emergency lighting in the temporary galleries; and,
- Barometric dampers on the fuel boiler stacks.

The Division has developed and trained a building management team of librarians and archivists that oversees daily

operations and maintenance of the APK Building to meet the Division's proprietary and professional obligation to protect and preserve the state's priceless collections. This team opens and closes the building for daily and evening rentals and public events. The Department of Administration, SSoA maintenance staff will perform some of the maintenance on the APK Building from December 2017 through June 2018, at which point maintenance will transfer to DOTPF new Division of Facilities Services. During fall 2017, Division executive staff have been working with the DOTPF facilities initiative team to consolidate and transfer oversight of facility maintenance and some operations to the new Division of Facilities Services. Division staff are working with DOTPF to develop a Service Level Agreement for startup in FY2019.

The Division awarded concessions contracts for the store and café. Both businesses provide quality merchandise and food that complement the Division's mission and enhance visitors' enjoyment of the programs at the APK Building. The Division has only one off-site leased space left, which will be terminated in March 2018 after these museum collections (primarily large objects) held in this storage site are moved to the APK Building.

At the Sheldon Jackson Museum in Sitka maintenance projects include the installation of an HVAC humidifier, a new ADA operator on the restroom door, and new freight and mechanical room doors. Additionally, drainage issues along the front entry sidewalks were corrected. Although the HVAC humidification has been corrected, the HVAC system cannot be retrofitted to dehumidify. The Division needs to replace the HVAC system to address the dehumidification issue in the upcoming year, since wet air is as much a threat to museum objects as dry air.

DOTPF awarded a construction contract for the Stratton Library building in Sitka to begin renovating the facility for leasing out the first floor and museum collection storage on the second floor. Additional funding will need to be secured prior to completion of the project.

## **Key RDU Challenges**

### **Libraries**

The State Library leads in the adoption of technology to automate functions and procedures that serve libraries, state agencies and citizens of the state, so they can access online information needed in their daily and work lives. Getting high-quality, relevant training, 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 to computing technologies for patrons. The State Library supports public libraries and public schools through the OWL and School Broadband Assistance Grants, so that libraries and schools can maximize their access to the internet for library patrons and students. The State Library provides consulting services, seminars, webinars, conference sessions and continuing education grants to assist in education.

State Library staff shortages at the APK Building continue due to ongoing vacancies. The use of library staff to cover the museum visitor desk and to work on the building management team has impacted the State Library's ability to provide services. The State Library continued its reduced Tuesday through Friday schedule through FY2017 and into FY2018.

### **Archives**

The Alaska State Archives and the Records and Information Management Services (RIMS) policies and procedures regarding electronic records and email retention are an ongoing effort. Staff work closely with State officials to review issues such as email policy, legal discovery of electronic records, electronic standards for storage systems, and digital imaging. The expenses of maintaining the necessary hardware and software to manage electronic records remains high.

### **Museums**

Personnel shortages in key areas continue to be a major challenge for the Division. Open hours for the visiting public have been curtailed at both museums. The museum has not restarted some programs after opening the new facility. Front desk museum positions that serve visitors have remained unfilled or been deleted. Professional staff, curators and conservators provide many hours on the front desk to help operate the visitor galleries. This is not cost effective and means that a great deal of programmatic work is being neglected. It diverts resources from other statutorily mandated programs, diverts energy away from our constituents statewide and forces utilization of expensive professional hourly wages in tasks that could be performed by different personnel for less money.

Maintenance and upkeep of the aging Sheldon Jackson Museum and Stratton Library buildings in Sitka continue to be a challenge for the Division.

**Online With Libraries (OWL)**

Public libraries are often the only place in rural Alaska with free internet. The OWL Program’s affordable internet and videoconferencing network is vital in giving online access to education, e-government, e-commerce, and other business needs to rural residents, while saving travel costs.

**Live Homework Help**

Each tutoring session now costs \$7.75 regardless of length. During FY2014, usage of Live Homework Help increased to such an extent that the Alaska State Library had to identify other funds to cover the increase. In an effort to control costs, publicity concerning this program was scaled back, which led to a decrease in usage during FY2016 and FY2017. During FY2018, Library Development staff will experiment with a few weekly bursts of Facebook advertising for Live Homework Help to increase usage to some degree without incurring cost overruns.

**Significant Changes in Results to be Delivered in FY2019**

During FY2019, the Division’s programs, services, and staffing are expected to stabilize following the completion of the APK Building. The design and bid for a replacement cooling system at the APK Building should be completed during FY2019 with installation expected during FY2020. Staff from all units will develop a division-wide strategic plan and continue to explore ways in which they can coordinate and consolidate processes for greater efficiency as a result of reduced staffing resources. Staff will continue to develop public programs across units, with each section contributing to large events, such as the exhibit and programs surrounding the 100<sup>th</sup> anniversary of the sinking of the Princess Sophia, which took place in October 1918.

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**Alaska State Libraries, Archives and Museums  
RDU Financial Summary by Component**

*All dollars shown in thousands*

	FY2017 Actuals				FY2018 Management Plan				FY2019 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
<b>Formula Expenditures</b> None.												
<b>Non-Formula Expenditures</b>												
Library Operations	6,807.3	1,070.7	1,053.5	8,931.5	7,997.3	258.3	1,300.3	9,555.9	6,840.7	258.3	1,300.8	8,399.8
Archives	972.8	79.0	21.3	1,073.1	1,061.1	160.6	40.0	1,261.7	1,064.1	160.6	40.0	1,264.7
Museum Operations	1,512.4	0.0	0.0	1,512.4	1,648.6	0.0	60.0	1,708.6	1,548.1	0.0	60.0	1,608.1
OWL	649.5	0.0	0.0	649.5	661.8	0.0	0.0	661.8	661.8	0.0	0.0	661.8
Live Homework Help	138.2	0.0	0.0	138.2	138.2	0.0	0.0	138.2	138.2	0.0	0.0	138.2
APK Facilities Maintenance	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1,030.0	0.0	0.0	1,030.0
<b>Totals</b>	<b>10,080.2</b>	<b>1,149.7</b>	<b>1,074.8</b>	<b>12,304.7</b>	<b>11,507.0</b>	<b>418.9</b>	<b>1,400.3</b>	<b>13,326.2</b>	<b>11,282.9</b>	<b>418.9</b>	<b>1,400.8</b>	<b>13,102.6</b>

**Alaska State Libraries, Archives and Museums  
Summary of RDU Budget Changes by Component  
From FY2018 Management Plan to FY2019 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>
<b>FY2018 Management Plan</b>	<b>8,084.2</b>	<b>3,422.8</b>	<b>418.9</b>	<b>1,400.3</b>	<b>13,326.2</b>
<b>Adjustments which continue current level of service:</b>					
-Library Operations	-1,020.7	0.0	0.0	0.5	-1,020.2
-Archives	3.0	0.0	0.0	0.0	3.0
-Museum Operations	3.3	1.8	0.0	0.0	5.1
-APK Facilities Maintenance	1,030.0	0.0	0.0	0.0	1,030.0
<b>Proposed budget decreases:</b>					
-Library Operations	0.0	-135.9	0.0	0.0	-135.9
-Museum Operations	-105.6	0.0	0.0	0.0	-105.6
<b>FY2019 Governor</b>	<b>7,994.2</b>	<b>3,288.7</b>	<b>418.9</b>	<b>1,400.8</b>	<b>13,102.6</b>