

State Library Commission Meeting

October 10, 2000

Helena, MT

Attendees: David Johnson, Cheri Bergeron, Mike Schulz, Mary Doggett, Dorothy Laird, Al Randall, Rosemary Garvey

Guests: Debbie Schlesinger, Marlene Palmquist, Mike Hamlett, Emory Robotham, Lois Fitzpatrick, Bridgett Johnson, Linda McCulloch

Staff: Karen Strege, Darlene Staffeldt, Amanda Broadwater, Kris Schmitz, Sue Crispin, Jim Hill, Bob Cooper, Mike Carroll, Sue Jackson, Bruce Newell, Roberta Gebhardt, John Heldt

Introductions and Announcements

Chairperson Dave Johnson called the meeting to order and asked for introductions and announcements.

Karen Strege introduced Jim Hill, new Director of the Natural Resource Information System (NRIS) program. Darlene Staffeldt introduced Roberta Gebhardt, John Heldt, Sarah McHugh, and Mike Carroll. John Heldt has come from Idaho and Roberta recently moved from the Talking Book Library (TBL) to the Statewide Library Resources (SLR) team. Sarah and Mike previously were interns at the library. Mike's position is a jointly funded position between NRIS and SLR.

Susie Merrin reported on the successful volunteer appreciation dinner held recently, thanked members for their time volunteering on the commission, and presented each with either a decorative pin or tie tack.

Johnson asked if there were any suggested changes or additions to the minutes from the August meeting. Cheri Bergeron moved to approve the minutes as presented. Randall seconded the motion, and the motion carried unanimously.

State Librarian's Report

Strege noted a change to the agenda, as scheduled guest Elaine Sollie Herman is unable to attend. The library has made good progress in filling staff vacancies, and only 3-4 positions are currently open. Strege has been working on items for the legislative session and traveling. Recently, she attended a BCR meeting in Denver, and this week will be attending the Western Council of State Librarians' meetings in Santa Fe, NM.

Although Staffeldt and Strege were absent the day of the McClernan memorial tree planting, Cheri Bergeron and Mary Doggett attended to represent the commission.

Staffeldt reported that the Library Development Department (LDD) has been busy attending and supporting federation meetings and organizing training throughout the state. Dixie Carlson has retired after 21 years of service to the State Library, and her position is currently being advertised. When the Reader's Advisor position came open, TBL took the opportunity to review the position descriptions of that area and made necessary revisions and updates to accurately reflect the duties of those positions. As a result of those revisions, Lee Madison requested a lateral transfer to the vacant position, and his former position is being advertised.

The last of the Gates Foundation computers have been installed, and the trainers left on August 4. Libraries have until October 15 to buy additional computers from the Gates Foundation, and additional optional training will be offered next year.

Jim Hill reported on the grant awarded to NRIS to provide access to digital and spatial database over the Internet. Additionally, NRIS was able to respond to the emergency situation during the fire season and quickly provided access to data for firefighters and the public in the form of fire status maps, closed sites, and other information.

Strege invited the commission to a Christmas dinner at her home the night before the next commission meeting.

LSTA Reports

Sue Jackson reported that the federal fiscal year closed on September 30, and the department is very busy ensuring that all the FY99 money is expended.

The library improvement project for Madison County is now complete. Invoices are still being received, but that money has already been expended. The advisory committee held its final meeting on October 3, complete with a celebration and proclamation from MSL declaring the project a success. The project is on the November ballot, and the committee is still working very hard to educate the public to ensure passage.

The fall workshop is the other FY99 project, and was held in Lewistown two weeks ago. Originally 85 people were scheduled to attend, however, with the winter storm that week, fifteen of those people were unable to attend. Suggestions and comments about the workshop were summarized and distributed to the commission.

All of the Montana regrant projects have signed agreements in place. The Yellowstone Art Museum has purchased a scanner and will soon begin training to place that artwork online. Additionally, the five hi-line libraries participating in the project to share catalogs have signed letters of intent, and the project has already encumbered about \$55,000.

Bob Cooper gave a history of the Lake County Improvement project to date, including several membership changes, however, the interim board has established a plan of service including goals and objectives, with timelines. The committee is also conducting an extensive survey, forming partnerships, and working with NRIS to determine demographics and which library is serving those groups.

Bruce Newell reported that some minor changes have already occurred in the network, including some IP addresses and ranges. The laptop lab is aging, but recent purchases has updated old laptops and boosted the overall laptop number from 12 to 30. This lab will be used for training by both MLN and NRIS.

MSL will consult with General Services to address the issue of space for the MLN librarian, who will hopefully be on board soon. The networking task force is working to establish a number of state protocols in order to alleviate and simplify the ILL process, which currently mainly works to initiate but not to manage loans. Newell reported that the gateway is working, allowing other libraries to be searched, and MLN will bring more libraries online before Christmas. Training will continue, with ten sessions conducted before the end of October.

Long Range Plan and LSTA Evaluation Process

Strege reminded members that the evaluation is required by the Institute of Museum and Library Services (IMLS). The proposed evaluation would not cover the NRIS program or LISD, as those programs have just undergone recent reorganizations. The proposed timeline for this evaluation is to release the RFP in November, award the contract to a successful vendor in March, finalize the survey instruments in April, conduct focus groups at federation meetings, with a final report due in August.

Discussion followed regarding using the Advisory Council to select a vendor and whether to expand the focus to include all library programs.

Executive Planning Process (EPP) Update

Strege summarized the current budget for the library. NRIS requested a funding increase of 2.6 FTE, but the Governor's office only approved an increase of 0.6. The personal services budget increased by \$120,000/year, reflecting the 0.6 increase and the information technology (IT) pay plan for IT positions.

MSL hopes to have a joint committee meeting between the appropriations, education, and general state administration committees. Because funding is so important for NRIS this year, MSL will not be carrying any other legislation regarding NRIS, aside from small co-sponsorship on a GIS trust fund.

Strege distributed summary sheets of MSL's legislative activities. These sheets also include explanation of the equalization program, and will later be sent to all librarians. The governor has approved a biennium request of \$460,000 for continuance of the periodicals database. MSL will also be asking for miscellaneous money to fund travel, training, and upgrades for 13 computers in the agency.

MSL is carrying two bills this session, one for library district law, which has been presented before. The second is a combined bill to change federation law to reflect current practice, and to give the commission authority to administer the equalization program. Although legislative services may change these bills, the hope is to present only two bills rather than three.

FY2001 First Quarter Financial Report

Strege clarified the continuing appropriations section, which is a per capita item and rolls over every year. This budget reflects Schmitz's best estimates, however, it's very hard to make predictions after the first quarter. Although the Billings office was over budget, the Great Falls office has a surplus, and can be used to cover the Billings overage. Travel appears to be low because the technology librarians have leased cars, and their travel costs are covered by other programs, when possible, since the librarians are conducting training sessions for those programs.

Commission Goals and Objectives

Mike Schulz reminded members that commissioners had volunteered for activities to further the goals of the commission, and asked for progress reports.

Laird attended the Tamarack federation meeting in Stevensville, and spoke on behalf of the commission, about the standards approved by the commission, and encouraged libraries to attempt to meet those standards.

Bergeron posted OPI information, and encouraged others to post pertinent information and issues on Wired-MT, especially information regarding federation meetings. Although paper copies should still be sent to trustees, with the Gates Foundation and LSTA grants, libraries now should have the resources and responsibility to get that information electronically.

Johnson reported that he had been on vacation, and will take on the task of "Commissioner's Corner" in the Big Sky Libraries newsletter for the upcoming issue.

Schulz talked with various people about visions for a new system, and solicited written opinions from various individuals, including two university deans. Western received a grant, part of which goes to the State Library. As Nikki Whearty is currently doing a survey, he suggested that MSL develop some technology questions to include in the

survey, and MSL's part of the grant money could be used to fund printing costs, copying expenses, and then publish those survey results.

Doggett attended and evaluated the MT Center for the Book program in Missoula and represented the commission at the McClernan memorial tree planting.

Federation Coordinators Report

Debbie Schlesinger reported that the coordinators met and discussed the legislative package being proposed by MSL, and requested substantial education be conducted.

Action Items

Schulz moved to accept the first quarter financial report. Laird seconded the motion, and the motion carried unanimously.

After discussion and review of the previous meeting's minutes, it was decided that Strege had committed to presenting the RFP in October, but it was not meant to be an action item, therefore, no motion was needed.

Montana Library Association (MLA) Reception

Laird reminded commissioners of the past practice of holding an MLA reception in a commissioner's hotel room, with wine and cheese, until the previous year's combined effort with MLA to provide a "dessert" function in a larger forum, and asked for suggestions for this year's reception. After discussion, the consensus was to provide hors 'de oeuvres before dinner as a reception.

Linda McCulloch, Candidate for State Superintendent of Public Instruction

Linda McCulloch summarized her involvement with libraries, the commission and various task forces, and answered questions from the commission.

Library Literature Sampler

Strege reminded the commission of their request to see more articles from professional journals, and noted that she had included one such article in this sampler. She noted that there were numerous articles about the Gates Foundation grants and the Library Improvement Projects. Strege highlighted the e-books article, and mentioned the State Library's e-book that could be checked out for anyone interested.

Other Business

Al Randall advised the commission that the Libby Public Library has invited the commission to meet in Libby for their August 2001 meeting, and he and his wife would like to host a get-together for the commission, as well.

Laird noted that the staff at the State Library are doing a fine job, and expressed gratitude for their expertise and accomplishments.

The staff/commission Christmas party will be held at the break of the December meeting. Rosey will plan the party, and Cheri will make her punch. Everyone will bring a tray of something to share with the staff.

Meeting Adjourned