

# Memo

To: Montana State Library Commission  
From: Karen Strege  
Date: 12/19/2007  
Re: Long Range Plan Evaluations

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MSL management and the Commission have agreed to annually review the progress of the agency in meeting the goals and objectives in its Long Range Plan. Management is undertaking a review in each department based on each department's situation. Because the Library Development Department (LDD) and the Talking Book Library Department (TBL) were intensively reviewed in the 2001 agency evaluation conducted by the firm, Himmel and Wilson, we believe that an exhaustive review is not warranted at this time for these two departments. To date, the following are our review activities:

- Met with members of the Talking Book Library staff to review each objective. Staff members and management informally agreed on progress made and changes to be made in the plan. Next steps include writing these agreements and revising the plan for Commission approval.
- Scheduled a full-day review meeting with the Library Development staff members for Thursday, October 2. Darlene will give a verbal report at the October Commission meeting.

We can report draft conclusions of these two reviews to the Commission at your December 2003.

Because NRIS and the Library and Information Services Department (LISD) did not receive a thorough review in 2001 and such a review is necessary before establishing services as given in the new Montana State digital Library (MSdL) we have taken the following steps:

- Contracted with Dr. Mary Bushing to conduct an evaluation of the Library and Information Services Department. Dr. Bushing will present a report with her findings at the Commission's February 2004 meeting.
- Discussed possible review process for NRIS. Management has not yet decided on a process; however, one possibility is to duplicate the Bushing review.

As noted, Dr. Bushing will present her findings at the February 2004 meeting. Management will decide upon a process for NRIS in the near future.