

## **MSdL Library Services**

June 2004 - July 2004

### **LISD Goal 1: State government employees have the information they need to make good public policy recommendations and decisions.**

Continued deselecting and withdrawing outdated materials from the periodical collection. Submitted list of periodical titles to review for either retention or disposal. Began deselecting out-of-scope materials from general and reference collections. Offered deselections to Montana libraries via Wired-Mt.

Began the inaugural implementation of 30-year retention agreement with Montana Historical Society (MHS). Created and submitted list of 30-year-old documents to MHS from the 300 Dewey Class section of our state document collection.

Submitted FY05 new document selections to the Federal Depository Library Program.

Weeded large amount of Interior Department documents to offer to the regional depository library in September.

Provided training to staff at Legislative Reference Center on adding item records to Workflows. Began mentoring relationship with Legislative Reference Center to assist their recent entrance into the Montana Shared Catalog.

### **LISD Goal 2: The staff of Montana libraries know about and have access to the professional literature they need. They obtain assistance from the MSL reference staff for patron questions they are unable to answer for local resources, Internet resources, and listservs.**

Provided direct backup reference support, one or more times, to staff in the following libraries:

Polson Public	Twin Bridges
Havre-Hill County	Glendive
Great Falls Public	White Sulphur Springs
Lewis and Clark	

### **LISD Goal 3: Montana citizens have easy access to a comprehensive collection of state government publications.**

We have registered 11 new state employees in June and July to date. For borrowing interlibrary loan, we have registered 5 out of state libraries.

Began to weed and transfer federal documents within the state document collection to their more appropriate location within the federal document collection.

### **LISD Goal 4: Users have easy and comprehensive access to information through the library catalog.**

Processed incoming batch of BCR cataloging records.

Continued to remove smart barcodes from the catalog from when we went live with Horizon. Continued to clean up the catalog by identifying and removing items no longer on our shelves.

#### **Other:**

Removal of compact shelving.

Attended the Joint Conference on Digital Libraries.