

State Librarian's Report
September 23, 2005 to November 30, 2005

Agency Goals

MSL Goal 1: MSL employees have pleasant, efficient, and sufficient office and work areas.

Conducted tours of the entire agency with groupings of staff members so everyone got a chance to meet their neighbors within their home bases.

Continue to work weekly with Management staff, General Services staff regarding remodel issues, including preparation of final tasks list.

MSL Goal 3: MSL employees are fully committed to fulfilling the agency's mission.

Provided limited but appropriate updates to the State Library staff via stand up or "virtual" stand up meetings.

Provided agency orientation for new employees.

Prepared for and participated in the October 2005 Commission meeting in Darby, Mt.

Along with managers provided holiday breakfast for all staff members.

Screened applications for system administration position that is currently open do to resignation of John Redmond.

MSL Goal 4: All of MSL essential services are funded through state funds.

Met with Legislative Fiscal auditor for audit close out.

I had a good visit with Sheila Sterns, Commissioner of Higher Education regarding a number of issues important to both of our agencies and clients. The Commissioner has appointed Bruce Morton as the Higher Education representative on the Permanent Public Access Committee and She has appointed Cynthia Harrison, Director of the MSU-Northern Library as the Higher Education representative on the Natural Resource Information System Advisory Council. I made Sheila Sterns aware of the University of Montana's interest in the partnership with the Montana Natural Heritage Program, and She was comfortable with that partnership.

Provided initial draft of a new long range plan for the Montana State Library and participated in strategic planning meetings laying the groundwork for development of the new statewide plan.

Attended initial meeting of the legislative subcommittee on Resource Indemnity Trust and helped Jim Hill with preparation of presentation for next meeting.

MSL Goal 5: MSL provides clearinghouse for all geo-spatial data.

Participated in discussions regarding Heritage Program's administrative home.

Attended celebration for the 20th anniversary of the Montana Heritage Program and Natural Resource Information System.

Montana Talking Books Library

TBL Goal 4: Increase productivity and satisfaction of staff members and volunteers.

Attended the Volunteer appreciation event and presented awards to the Telephone Pioneer of the Year as well as the Youth Volunteers.

Worked with Talking Book Supervisor in clarifying options for filling reader's advisory position opened up with Cheryl Christopher's retirement.

Met with Christie Briggs and Talking Book Library(TBL) staff as appropriate to follow up on issues, answer questions, and/or provide guidance.

Library Development Department/Montana Library Network

LDD Goal 1: To improve library services to citizens by establishing an adequate and stable taxing district.

Participated in the Montana Library Association Board meeting on Monday, October 24, 2005.

Met with Director of Library Development to follow up on issues, answer questions, and/or provide guidance.

Worked with Director of Library Development as he developed the position descriptions for the training specialist and support associate positions.

Consulted on funding issues for local libraries, establishment issues for public libraries, federation annual reports, state aid, local library board bylaws, public library director evaluations and selection procedures, and other public library issues with local trustees and public library directors.

Reviewed and approved 10 collection management policies.

Participated in a series of meetings to facilitate Montana's participation in two new grant programs from the Bill and Melinda Gates Foundation.

LDD Goal 2: To ensure that all Montana citizens have access to quality library services.

Continued to work with Administrative assistant to move the new public library standards through the administrative rules process.

LDD Goal 3: Montana citizens will understand, value, and use the services of Montana's libraries.

Participated in the launching of the new statewide marketing program. Tell you story @ the library was launched on October 4, 2005 and will target seniors this first year. Program has been very popular and has gained national attention.

Made library visits to Bitterroot Public Library in Hamilton, Darby Public Library, North Valley Public Library in Stevensville, Colstrip Public Library, Chinook Public Library, and the Livingston Public Library.

I briefly attended Fall Workshop in Great Falls including a lunch meeting of library trustees at the workshop.

Attended and provided State Library update at the Golden Plains and Pathfinder Federations combined federation meeting in Chinook on October 6, 2005 as well as the Sagebrush Federation meeting in Colstrip on October 15, 2005.

Worked on revisions of the following federation documents: plan of service request, bylaws, federation coordinators job description, federation grant agreement, timeline, and annual report.

Montana State Digital Library - Library and Information Services Department (LISD)

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

Attended staff meeting for updates on activities.

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

Scheduled the permanent public access committee to begin their work on proposed legislation.

Montana State Digital Library - Natural Resource Information System (NRIS)

Goal 1: To fulfill its mandate to be the source for natural resource information in Montana, NRIS must acquire, integrate, maintain, and document natural resource data and information needed for understanding, managing and utilizing Montana's natural resources, and environment.

Several meetings regarding the Natural Heritage Program's administrative structure.