

# State Librarian's Report

## March 23, 2006 to June 5, 2006

### Agency Goals

**MSL Goal 2:** Users have reliable and easy access to MSL's electronic services.

Continued to have conversations with Dick Clark, Chief Information Officer for the State regarding State Library and ITSD relationship.

Attended Montana Land Information Advisory Council (MLIAC) meeting. Their agenda included seven action items include one requesting Dick Clark, Montana's CIO to assess the current state of a common operating picture for the coordination and distribution of State of Montana geographic information assets and report at the MLIAC meeting on 9/7/2006. The discussion assured that the State Library was an obvious partner in this assessment.

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

Provided orientation for new employees, one on one as well as the group presentation introduction.

Continued to work with staff on strategic long range plan.

Participated in a number of interviews and/or screening processes.

Accepted resignations from Tristen Shinnick, Roberta Gebhardt, and Tori Orr. We will soon have a new Systems Administrator and Administrative Assistant joining the staff.

Authorized Schmitz to move all staff to new market ranges as provided by Department of Administration. All staff were to stay at same percentage distance from old market ranges as much as possible. Any necessary raises were capped at 10% or below. All staff except those newly hired within the new market ranges were given raises to bring them to the new market ranges for their positions. Raises varied from 1.7% to 10% with the most frequent given being at 2.8%.

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

Met with Governor's budget office folks regarding our executive planning process (EPP) proposals which were submitted on May 1<sup>st</sup>.

Encouraged discussion of EPP issues at Tamarack Federation, South Central Federation, and Pathfinder Federation meetings.

Letters and conversations with natural resource core agencies regarding Natural Resources Information System (NRIS) funding issues.

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

Met with Jon Sesso regarding clearinghouse and other NRIS and Information Technology Services Division (ITSD) issues.

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

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

Accepted Tori Orr's resignation as Director of LISD. Her family obligations caused her to commit to a move back to California.

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

Continued to work with committee on the permanent public access legislation. Draft legislation provided to Governor's office by April 15<sup>th</sup>.

**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.

Continued to review and negotiate contract language with University of Montana regarding providing Montana's Natural Heritage program services for the State Library.

Participated in two Commission phone call meetings to review contract and get approval for signature.

**Goal 3:** In order to fulfill its mandate as described under Issues 1 and 2, NRIS must secure adequate and stable funding.

Provided letters and participated in phone conversations with natural resource core agencies regarding Natural Resources Information System (NRIS) funding issues.

**Montana Talking Books Library**

**TBL Goal 1:** To ensure that all eligible clients know about the availability of services from MTBL and to make enrollment and use of the service easy for users.

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

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

Follow up as appropriate and necessary with staff and volunteers as they deal with a number of vacancies in the volunteer core due to illness.

## Library Development Department

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

Helped Cooper present workshop on library districts at Montana Library Association Conference meetings in Missoula.

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

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

Consulted on state aid for libraries, funding issues for local libraries, public library standards, long range planning, public library director evaluations and selection procedures, and other public library issues with local trustees and public library directors.

Followed up as necessary with PEEL Scholarship award inquiries.

Provided Montana Library law workshop for the MLA conference in Missoula

Helped provide legislative workshop for the MLA conference in Missoula

Provided state library updates and encouraged discussion on new strategic plan at Pathfinder Federation meeting

Prepared for and attended the Bibliographic Center for Research (BCR) board meeting in Denver CO. After interviewing three very strong candidates, we hired Brenda Bailey-Hainer as the new executive director of BCR.

Attended the Western Council of State Libraries meetings in Cerritos, CA. In addition to a great tour of the new Cerritos Public Library building and some good sessions on marketing and personnel management, the business meeting included a update on the Continuum Project (Directed by Karen Strege) and an update on Institute of Museums and Library Services(IMLS) now that IMLS director is from the museums community.