

**Montana State Library Commission**  
**Final Meeting Minutes**  
**April 11, 2007**  
**Helena, MT**

**Attendees:**

**Commissioners:** Don Allen, Cheri Bergeron, Caroline Bitz, Ron Moody, Bruce Morton and Nora Smith.

**Staff:** Christie Briggs, Bob Cooper, Sue Crispin, Sara Groves, Jim Hill, Sue Jackson, Jim Kammerer, Kris Schmitz, Darlene Staffeldt, Jennie Stapp and Julie Stewart.

**Introductions**

Staffeldt introduced Montana State Library (MSL) staff and Commissioners. Briggs introduced Linda Miles as the newest Reader Advisor in Talking Book Library (TBL). Staffeldt presented Diane Gunderson with a 20 year pin for her years of service to MSL. Staffeldt reminded Bitz that she will need to approach the Governor about being reappointed to the Commission. MSL will also send a letter to the Governor recommending the reappointment of Bitz to the Commission.

**Open Time**

No comments.

**Approval of Minutes**

Bergeron moved to accept the February 14, 2007 minutes. Motion passed unanimously.

Smith moved to accept the March 23, 2007 minutes. Motion passed unanimously.

**State Librarian's Report**

Staffeldt added to the printed report that she traveled to Miles City for the Sagebrush Federation meeting.

Staffeldt visited the Dawson Community Library and Glendive Public Library, both of which have completed remodel jobs.

Lauren McMullen has launched numerous 30 minute series of online training sessions. These are offered twice weekly.

With help from the Network Advisory Council and Cooper, the RFP for statewide periodical database was released yesterday.

The Library Service Act evaluation was submitted and has received many compliments from librarians throughout the state.

The annual report will be distributed at the Montana Library Association (MLA) conference. Groves shared the proof of the annual report with the Commission.

Moody asked who prepared the report for the Digital Library. Staffeldt stated Hill gets reports from various staff and compiles into one report. He will make sure that is reflected on the next report.

At the last Commission meeting, there was discussion about a letter Commissioners received from a prisoner. Staffeldt met with Department of Corrections regarding this prisoner's request. Corrections hired a person to do librarian work in the prison and they are working on ILL for prisoners. MSL staff is providing training and backup to the staff (librarians) at the prison on ILL.

Allen asked how the Heritage program is working with the University of Montana. (U of M) Crispin said staff is satisfied with changes. It has taken some effort to get finances shifted and working right. The University has been very hands off, letting the Heritage Program continue to be a program of MSL's. Allen asked about doing a survey again to see how agencies and public are related to the attachment to U of M. Allen said it would be good to measure of what benefits have happened because of being associated with the U of M. Crispin mentioned U of M's foundation and that the Heritage Program has received two donations from Plum Creek. Moody suggested creating a 40 to 60 minute presentation about NRIS to show organizations around the state, such as Farm Bureau and Trout Unlimited. This would be a great marketing tool for a valuable program that nobody seems to know about. Moody suggested even creating a cd or dvd.

Allen asked if the staffing levels are under control. Staffeldt said there is one position with available funding and the position will be posted next week. The other positions can't be opened until legislature is finished and we have the budget for it.

## **Financial Report**

Schmitz presented FY 07 first quarter's budget.

## **Legislative Update**

Staffeldt mentioned that in a normal session there would be the budget bill HB2. There is a good hearing at the beginning and then a smaller hearing when it transferred to

the Senate. This year MSL had it's good hearing. That was in front of a joint subcommittee and they accepted our Governor's budget request and came out of that hearing with the decision to support the budget. Since then there have been about six other budget hearings. Basically MSL hasn't been able to comment at those hearings. HB2 was tabled and there were eight new budget bills. MSL's budget was in HB809 and our budget was cut \$480,000. Some of the NRIS Heritage money and also the authority for the federal money was taken away. That's the budget bill that passed out of the House for MSL. When the eight bills got to the Senate side, they reshuffled them and came up with four bills. We are currently in HB820 and that was heard in front of Senate Finance and Claims and they basically amended back so we are back to the joint subcommittee's budget including the \$480,000 they previously cut. It includes our payroll, some additional money for NRIS Heritage, some additional Federation database money. It's a good budget and hopefully will stick. HB820 along with the other four budget bills are being heard today and tomorrow on the Senate floor. We anticipate it coming out of the Senate with our budget in tact. Schmitz found out this morning, there will be an amendment added on the floor that we move \$140,000 Research Indemnity Trust (RIT) money that funds our NRIS Heritage program and replace that with \$140,000 general fund dollars. This is a Governor's requested amended, so the Governor is recognizing that our RIT funds are not as plentiful as needed and wants to give us general fund instead. Schmitz is waiting for that amendment. One of the problems with going from one house bill going to eight and then to four, is we have a lot of typographical errors we've been catching. If it passes the Senate, because of the amendment and the switch from eight bills to four bills, it'll go back to the House. Staffeldt feels the House will say no to the four bills, in which case all the budgets will go to free conference which is basically three Senators and three Representatives that will discuss the budgets and make the decisions. Staffeldt will keep the Commission informed of the situation. Most of the other bills Staffeldt has been tracking are doing fine.

### **Collection Management Honor Roll**

Jackson referred the Commission to the memo sent to Commissioners prior to the meeting. She stated this is an award given out by the Commission. Allen will do the presentation at the MLA luncheon.

### **Montana Talking Book Library Trust Request**

Staffeldt said that based on operating funds this year, she decided MSL could handle the two requests from TBL without going to the trust. She asked Briggs to complete a presentation to the Commissioners regarding Low Vision Montana and the Newslines.

Briggs mentioned that Brian McCutcheon has been working on the Low Vision Montana project. McCutcheon came to TBL in January and has been working very hard on two projects. The first is for Low Vision Montana who has four goals. The main goal that

TBL is involved with is the information referral service. The two items that are TBL's goals have come to fruition. One is an 800 phone number so people can call in for information. The other is a web site for Low Vision Montana. As of November 2006, Low Vision Montana is operating a toll free phone number. Since February 2007, Low Vision Montana created the website and TBL was able to get the website from Bright Fund Technology. It's worth \$30,000 and TBL got it at a cost of \$2,500. TBL staff uses that website on a daily basis. A survey has revealed that patrons were not aware of TBL's services until Low Vision Montana gave them that information. TBL's partnership with Low Vision Montana has been a valuable one and TBL intends to continue the partnership and continue to develop the informational referral services, recruit volunteers, and develop that further. The long range goal for Low Vision Montana includes developing a mobile unit with eye care professionals around the state to travel in rural areas and set up for a week or two with eye care professionals in the community. They will have equipment in their mobile unit so that individuals can come to a central area and check out the equipment and find out what will help them specifically. Low Vision Montana is also trying to set up a peer support group for getting people connected to support groups throughout the state.

Briggs also discussed Newslite. It is a phone driven service of newspapers for patrons who are blind or low vision. If they qualify for the TBL services, they can qualify for Newslite. People can sign directly for Newslite or through TBL as a subscription. National Federation of the Blind developed it. The three available newspapers are the Missoulian, Great Falls Tribune, and the Billings Gazette. When TBL started this project in 2005 with the funding from the trust, there were 48 patrons subscribed to Newslite. The total cost of Newslite then was \$26,500 per year, which Briggs didn't feel the TBL should get invested deeply in that as it was an expensive service for three newspapers. However, besides the three newspapers, the US Today, New York Times, Washington Post, Los Angeles Times, Christian Science Monitor, and the Wall Street Journal are also now available. The cost now is \$28,000 and TBL has invested 13%. The rest of the money is being paid for by the Montana Association for the Blind and they intend to go to the next legislative session to get that funded.

Staffeldt said we're looking at \$5,000 for the Low Vision Montana project and \$5,600 for the Newslite. This is being taken out of our operating budget for this year. If Newslite continues to be the product of choice for our TBL clients, we'll probably look at putting that into our budget for the next legislative biennium.

### **LSTA 2007 Budget**

Staffeldt said we got the official award for our October 1 2006 budget. It was \$171 less than the year before. We are carrying a balance of \$74,829 and we've got ideas for projects for that but those will be discussed at a later date.

MSL's library consultants are the most popular project we have going on and MSL recommends funding of those positions. Staffeldt reviewed the funding sheet presented in Commission mailing. Bitz stated she appreciates whoever wrote the report as it's very concise. Staffeldt passed the compliment on to Sue Jackson.

### **Action Items**

Morton moved to approve the FY07 Third Quarter financial report as presented. Motion passed unanimously.

Bitz moved to approve and accept the LSTA 2007 budget. Motion passed unanimously.

Moody moved to approve the Collection Honor Roll as presented. Motion passed unanimously.

### **Commission Goals**

Moody attended the central part of the Offline conference in Bozeman.

Bitz wrote a letter for Focus for the MLA about the Dolly Parton Imagination Library. Bitz mentioned the Havre Hill Library received a grant for the Big Read. The book that was talked about was The Grapes of Wrath. The month of March was about the book. Bonnie Williamson wrote the grant. A scholar from the Steinbeck Museum did a presentation at the Library about Steinbeck's life and times he wrote The Grapes of Wrath.

Allen worked with Parmly Billings Library Foundation and has been appointed to a committee of the Foundation.

Bergeron attended the Broad Valley Federation business meeting. She has volunteered to do registration at MLA. There are almost 400 registrants at this point.

Morton said it's been a privilege being on the Commission.

Moody has been attending the Library Board meetings in Lewistown. Moody will try to keep Commission informed of the happenings at the Lewistown Library.

### **Upcoming Calendar**

Staffeldt pointed out the Commission's MLA reception will be April 27. ILL interest group meets prior to the MSL reception and Staffeldt encouraged the Commission to be at the ILL interest group meeting.

The August or October Commission meeting may possibly be in Sidney.

Staffeldt is heading to Federation meetings in Wolf Point and Billings.

After MLA she heads to DC with Caroline, Bonnie Williamson, Lyn McKinney, and Lois Fitzpatrick for National Legislative Day. She will then be in the office for five weeks and then out of the office for almost three weeks to Australia and New Zealand.

The next Commission meeting will be June 27 in Helena. The Commission will review Federation Plans of Service and may be reviewing updated policies.

### **Literature Sampler**

No comments.

### **Other Announcements**

Staffeldt said the 2006 Annual Report of Statistics report has been distributed and pages 42 and 43 have been reprinted and sent out. Staffeldt said if you hadn't received the changes, check with Stacy Bruhn or Julie Stewart and they will get that to you. Allen asked if data is available for specific library such as collection turnover rate? (The 2006 Montana Public Library Annual report of Statistics on pages 30-35 shows data regarding general collections. Page 4 shows Collection Turnover in Five Year Increments for the state. More specific data is being collected and will be available in the future.) Staffeldt suggested calling Stacy Bruhn or Julie Stewart or your local consultant. Staffeldt mentioned the statistics are also on the MSL website.

Moody asked that the Commission receive all reports from the Network Advisory Council. Staffeldt assured the Commission will get all updates. The next meeting is scheduled for mid May. The Fulfillment Task Force will be working on ILL. That group will be made up from the Network Advisory Council and hopefully folks that have the most concerns regarding ILL. Staffeldt is hopeful to have the Task Force put together by June 1 and have them on the Task Force for a full year beginning July 1. Moody asked that the Commission receive email with the Fulfillment Task Force meeting schedule. Staffeldt invited Commission members to sit on the Task Force. Allen asked to see a definition of what tasks the Fulfillment Task Force will be working on.

Meeting adjourned.