

# DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
9:30 A.M., AUGUST 5, 2009  
GRIZZLY CONFERENCE ROOM, MONTANA STATE LIBRARY  
HELENA, MONTANA**

## **ATTENDEES:**

Commissioners: Marsha Hinch, Bonnie Allen, Don Allen, Colet Bartow, Joyce Funda and Richard Quillin. New Commissioner Anita Scheetz was excused.

Staff: Tracy Cook, Bob Cooper, Sara Groves, Evan Hammer, Sue Jackson, Sarah McHugh, Kris Schmitz, Darlene Staffeldt, Jennie Stapp and Marlys Stark.

Visitors: Liz Babbitt, MaryAnn George, Judy Hart and Kathy Mora.

**Chairman Hinch called the meeting to order at 9:32 a.m.**

## **MINUTES:**

**Commissioner Funda made a motion which was seconded by Commissioner Bartow to approve the minutes of June 3, 2009 as presented. The motion carried.**

## **STATE LIBRARIAN'S REPORT:**

Talking Book Library (TBL) is in the final stages before signing contracts with both Montana Radio Reading Systems (MRRS) and Montana Association for the Blind (MAB) for the stimulus fund money those programs will receive.

There are several updates regarding PEEL scholarships. Catherine McMullen has accepted a position in Butte. Desireé Dramstad just graduated and has begun looking for fulltime qualifying work. In the meantime, she has received a promotion at the prison. MSL is waiting for confirmation that another PEEL candidate has accepted a qualifying position. Position notices received have been forwarded to all PEEL job seekers.

Silver Bow County has until August 14 to file any response to briefs filed. The Supreme Court will then decide whether to hear oral arguments or just review the filed briefs.

In June, State Librarian Staffeldt attended an OCLC meeting in Chicago. It was a good regional librarian discussion about many topics such as consolidation of library services, new approaches for both urban and rural libraries, community support, school libraries and others.

Governor Schweitzer has some new staff. As part of this change, non-appointee directors such as the State Librarian were requested to not attend cabinet meetings on a regular basis but instead come only by specific invitation. Staffeldt has had two

meetings with Dan Villa, the new policy advisor for education, that she felt were very productive.

Public library certification is almost completed for the year with only 13 deferral requests out of 80 public libraries. Most of those requests were in the area of policies. State aid checks will be issued shortly.

Institute for Museum and Library Services (IMLS) has chosen MSL to receive a grant for the third time. This will be known as SWIM, representing the four involved states of South Dakota, Wyoming, Idaho and Montana. The grant provides for recruitment and scholarships to educate librarians to work in rural communities in those states.

TBL awarded \$1,000 scholarships to qualifying patrons to attend the annual Summer Orientation Program (SOP) which is held at Carroll College and sponsored by MAB.

Natural Resource Information System (NRIS) received a Special Achievement in GIS (SAG) Award at the 2009 ESRI International User Conference. They were selected from organizations worldwide.

The Geographic Information System (GIS) Portal team, consisting of Gerry Daumiller, Jeff Dobb, Steve Jeffery, Duane Lund, Tom Marino and Diane Papineau received the Governor's Achievement Award this year.

Updates to the interlibrary loan protocol have been completed and the comment period is underway. There may be a lot of changes resulting from the comments.

## **FINANCIAL REPORT:**

The commission reviewed the fiscal year 2010 start up operating budget. The budget will be adjusted as more information comes in and decisions are made as to where to spend some funding.

Due to a conflict between the time budget information is available and the dates of the commission meetings, the report for the fourth quarter of fiscal year 2009 will need to be presented at the October meeting and the report for the first quarter of fiscal year 2010 probably won't be available until the December meeting.

There have been no changes in the recommendations for the budget shortfall situation. Any open positions paid by state funding will be frozen and reevaluated periodically. Due to the purchase of new servers, some maintenance contracts are no longer necessary. The Natural Heritage Program (NHP) contract has been renegotiated with a 2.5 percent cut. There are still a lot of unknown factors and possible changes which would affect the situation. This issue will be discussed at every meeting with the information available at the time.

## **NETWORK ADVISORY COUNCIL (NAC):**

# DRAFT

The courier project pilot needs to be revamped for \$80,000 per year versus the original \$200,000 per year. The focus is on physical delivery between libraries. The efficiency of the system will be less with libraries that are not on a shared system but this might promote that connection in the future. Staff will prepare a Request for Proposal (RFP) for vendors to do a route between Butte, Great Falls, Lewistown, Sidney and Havre. The RFP will also allow for proposals if any vendor is interested in expanding into other areas.

The NAC chose to reinforce the Fulfillment Task Force's (FTF) recommendations for repurposing the Interlibrary Loan (ILL) funds and recommend 50 percent each for both OCLC and Montana Shared Catalog (MSC). They will seek public comment until October 28 and at their November 3 meeting will decide on a final recommendation for the commission

The WorldCat Local pilot is set to move forward and will probably be implemented by late October.

## **BROADBAND STIMULUS GRANT PROPOSAL:**

Although the American Library Association (ALA) did a lot of work promoting libraries for this proposal, the guidelines did not emphasize libraries as much as hoped. There are three rounds for participation. The first round included public computing centers but the August 14 deadline required documentation for everything proposed so MSL opted out due to time constraints.

MSL is working with the governor's office for a statewide second round involvement that would emphasize libraries more. Two possible roadblocks for participation are the reporting requirements include full reports quarterly and that they must come up with at least a 20 percent match for the money. Federal officials have not defined the indirect costs yet.

## **CERTIFICATION PROGRAM UPDATE:**

The updates to the certification program will be an action item in October. There will be some administrative rules work to be done with them. Three Focus Group members were available and MaryAnn George briefly went over the recommendations and answered questions. MSL and Montana Library Association (MLA) will need to be sure that the appropriate classes are available. There should be no problem with the number of credits required with the current opportunities.

## **DISPLAY POLICY REVIEW:**

Staff made the edits requested by the commissioners in June. Risk Management and Tort Defense recommended changes in language.

**Recess at 12:24, reconvene at 1:16**

## **PUBLIC COMMENT:**

There was no public comment made.

## **ACTION ITEMS:**

### 1. Fiscal Year 2010 Operating Budget

**Motion made by Commissioner Don Allen, seconded by Commissioner Quillin, to approve the budget as presented. The motion passed.**

### 2. Display Policy

**Commissioner Bonnie Allen made a motion to approve the display policy. Commissioner Quillin seconded the motion and the motion carried.**

## **COMMISSION GOALS:**

**Commissioner Don Allen nominated Commissioner Funda as vice chair. No further nominations were made. The nomination passed unanimously.**

**Commissioner Quillin will act as the Network Advisory Council (NAC) liaison.**

**Commissioner Bonnie Allen will serve as the Montana Scholarship Committee liaison.**

Former Commissioner Moody requested to be included in the upcoming commissioner's retreat. He may attend as a member of the public as it is a public meeting.

In regards to retreat agenda items, the agenda will be developed by first including anything from the list of the last retreat that is still pertinent. Next will be added commission bylaw review, marketing strategy review, statutory authority discussion, long term strategy, mentoring new commissioners, and others.

**There will be an orientation the afternoon before the next retreat.** An acronym list would be helpful to have.

## **CALENDAR:**

**The orientation will be September 15 from 1 p.m. to 4 p.m. and the retreat will be the following day from 9 a.m. to 4 p.m.**

**There is no commitment at this time to do library visits in October.**

## **ADJOURNMENT:**

**The chairman adjourned the meeting at 2:15 p.m.**