

DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING
9:00 A.M., APRIL 10, 2010
MONTANA ROOM, HOLIDAY INN
BOZEMAN, MONTANA**

ATTENDEES:

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

Staff: Ken Adams, Tracy Cook, Bob Cooper, Mary Fouts, Sue Jackson, Jim Kammerer, Sarah McHugh, Suzanne Reymer, Kris Schmitz, Darlene Staffeldt, Jennie Stapp and Marlys Stark.

Visitors: Liz Babbitt, Kathryn Babcock, Honore Bray, Janette Davie, Lorraine Gallik, Betsy Garlish, Renee Goss, Bridgett Johnson, Lyn McKinney, Hannah Nash, Peggy Smith, and Sonja Woods.

Chairman Allen called the meeting to order at 9:01 a.m.

MINUTES:

Commissioner Quillin made a motion, seconded by Commissioner Scheetz, to approve the minutes as presented and the motion passed.

STATE LIBRARIAN'S REPORT:

The Executive Planning Process (EPP) instructions have been received and a 4% permanent personnel reduction will be required for the next biennium. This involve approximately 1.5 FTE and means that the FTE will be gone, not just left vacant. May 6 is the deadline to have these submitted but the FTE's don't need assigned at this time. Most of the cuts that were required in this biennium will also be required in the next biennium. Asking for new money is discouraged so basically this is a negative EPP. Since MSL can't ask for new monies, the MLA board needs to be approached for any subject that the library community feels strongly about. They need to have their requests in by June. Staffeldt will include information about what possibilities are being looked at so if more funding appears, those projects can be considered.

Joyce Funda is resigning from the commission for personal issues effective immediately.

FY10 THIRD QUARTER FINANCIAL REPORT:

Due to the required cuts, \$30,000 from operating and \$70,000 from personnel will be removed. The trust expenditure for print books which was approved in October came out this quarter, NRIS received a small contract and 08 LSTA projects are closed so they aren't seen individually but 09 projects are. There is still about \$10,000 to make up in the required cuts which means that staff may need to ask for help from the contingency fund.

MSC and OCLC monies are all rolled into difference pieces so they show up in several different places rather than together. **The commission would like to have more project breakdowns and also something with a different format that would be easier to understand where the money comes from and where it goes to so that it can be more easily used for long range planning.**

Since the commission budget is already in the red, Chairman Allen would like the commissioners to consider alternatives to meetings and other ways to cut expenses. Commissioner Bartow suggested that Video Net or something similar be used for winter meetings to cut down on travel. They will look at all the meetings and agendas and consider alternatives for each. Also when possible, meetings will be scheduled at a time that will allow most commissioners to attend without requiring an overnight stay anywhere.

ADMINISTRATIVE RULES (ARM):

The amendment of the resource sharing and federation rules is ready to be adopted as originally proposed. Staff would like to move forward with the public library standards rule amendment process. The ARM process with the hearing is supposed to be the time for the public to get in comments and point out any changes that may be necessary. The proposed timeline would get the new rules in place by the end of the fiscal year so that the libraries have an entire year to prepare.

One commissioner questioned the standard change from requiring quarterly meetings to bi-monthly meetings which had been a recommendation from staff in the field. The chairman asked for public input on that issue and several responded. Honore Bray stated that she liked the changes as when visiting libraries across the nation, indications are that a governing board should be stronger rather than weaker and she likes the local boards. Bridgett Johnson said that before the standards were set, directors had trouble getting boards together but now it is not a problem and the bi-monthly meetings is a good change. When Janette Davie first started with her library, the trustees got together for pizza but with the standards they have to get together and so they feel empowered. Sonja Woods said that the trustees now have a responsibility with great authority now and that has been beneficial and it is good to have a bi-monthly meeting but she wasn't sure about mandating it.

NETWORK ADVISORY COUNCIL (NAC) REPORT:

The latest NAC meeting agenda included budgets for FY09 and FY10 and the overall LSTA budget. The first recommendation from that meeting involves new Montana Shared Catalog libraries. If all are approved, there will be 130 member libraries. Ken predicts that most of the growth after 150 members would be school libraries.

Projects changes follow. The WorldCat phase has concluded and there will be no phase two. Instead the funding will be shifted to the OCLC group services contract. Support of the Question Point software for AskMontana will be discontinued as the usage did not merit the investment. The courier pilot project is ready to get underway.

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Budget changes include unassigned funds being used to partial fund new MSC startup costs and a reduction of OCLC group services costs with part of 09 and 10 funding.

Per NAC recommendations, the remainder of the FY09 budget has been brought forward into the FY10 LSTA budget.

COMMISSION GOALS AND OBJECTIVES:

Cindy Christian will be attending the Federation meetings as a representative for the Ready to Read program.

PUBLIC COMMENT:

Ken Adams introduced Bridgett Johnson as the newest MSC staff member. MSC is now fully staffed.

Sonja Woods informed the commission that the mainstream eastern libraries are all in MSC and that can have a trickle down effect.

ACTION ITEMS:

1. FY10 Third Quarter Financial Report

Motion made by Commissioner Bartow to accept the report as presented. Commissioner Hinch seconded the motion and the motion passed.

2. ARM Changes for Resource Sharing and Federation Funds

Commissioner Quillin moved to adopt the previously proposed changes. The motion passed.

3. ARM Process for Public Library Standards

Commission Scheetz made a motion to begin the ARM process for the public library standards. The motion passed with Commissioner Hinch voting against.

4. Montana Shared Catalog New Libraries

Commissioner Hinch moved to approve the list of new applicants and the motion carried.

5. LSTA FY 09 and FY 10 Budget

Commissioner B. Allen made a motion, seconded by Commissioner Quillin to pass the LSTA budget as presented. The motion passed.

OTHER BUSINESS:

Linda McCullough, current Secretary of State and former Superintendent of Public Instruction sends her greetings and salutations.

ADJOURNMENT:

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The chairman adjourned the meeting at 11:36 a.m.

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