

**LIBRARY DEVELOPMENT (LDD)
AND MONTANA SHARED CATALOG (MSC)
ACTIVITY REPORT FOR THE FEBRUARY 9, 2011
STATE LIBRARY COMMISSION MEETING**

Activity Period: November 10, 2010 to January 14, 2011

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Goal One – Content - *Montana State Library (MSL) acquires and manages relevant quality content that meets the needs of Montana library partners and patrons.*

- MSC membership now stands at 132 libraries and branches with the addition of the Missoula Public Library Branch at Big Sky High School
- MSC OPAC upgrade includes enhancements that allow for the display of item type icons on search results, another that allows patrons to keep lists generated from search results and, for MSC technical staff, a Web-based Administration tool that simplifies configuration and customization
- Updated “ForLibrarians” tab and “MyMontanaLibrary” on MSL Website
- Launched new Gale Admin site which offers librarians the ability to customize their libraries’ statewide Gale database interfaces and acquire usage Statistics
- Met with Gale Consortia Sales Representatives
- Contributed content to Montana Library Learning Blog/CE Central

Goal Two—Access – *MSL provides libraries, agencies, and its partners and patrons with convenient, high quality, and cost-effective access to library content and services.*

- Conducted onsite trainings at: Absarokee, Clancy, Darby, Glendive, Kalispell, Missoula, Park High School, Sidney, and Winnett

- Conducted onsite and online trainings on the following topics: Intellectual Freedom; Long Range Planning; MSC Circulation and Cataloging; New Director Orientation, Cataloging; Reports and Directors Station training for New MSC Libraries
- For the Professional Education and Employment for Librarians (PEEL) Grant: Continued monitoring the Scholarship and Stipend Programs and working on resolution of employment issues for Scholarship recipients. Seven of the Scholarship recipients will have completed all PEEL requirements by July 2011; three others will continue to make employment reports. All three Stipend Projects are progressing and should be completed, including all reporting requirements, by fall 2011
- For the SWIM (South Dakota, Wyoming, Idaho, Montana) Regional Scholarship Grant Project: Continued assisting SWIM Scholarship recipients, monitoring student progress, and working with the 4 universities on enrollment and tuition payments. All 50 Scholarship students have completed one semester of classes and reported how they are able to use what they've learned in their libraries. UNT students attended the second required face-to-face web institute in Billings in January. A Jobs Page has been added to the SWIM Wiki to provide employment information for scholarship recipients. An interim SWIM report has been prepared for IMLS describing project accomplishments and findings; the SWIM project is now at the half-way mark of its three-year award period
- For the Montana Certification Program for Library Directors, Staff, and Trustees: Continued to promote the new program, announce updates in the online tracking form, and maintain the master continuing education list. To date, 46 librarians and 3 trustees have received certificates in the new program. Demonstrated and answered questions about new CE Tracking System
- New MSC libraries that went "live" during this reporting period: Missoula Big Sky High School Branch, Petroleum County School Community Library (Winnett), Sidney-Richland County Library

- Absarokee Schools and Summit Prep School began manually adding their records to the MSC database
- Upgraded the MSC Production Server's integrated library system to SirsiDynix Symphony version 3.3.1
- Issued an RFI for an open URL resolver and an integrated discovery system product that will be available to all Montana libraries

Goal Three—Consultation and Leadership - *MSL provides consultation and leadership to enable its patrons and partners to reach their goals.*

- Made onsite consulting visits to: Belt, Cascade, Chester, Chinook, Choteau, Clancy, Conrad, Cut Bank, Darby, Dillon, Dutton, Fairfield, Fort Benton, Glendive, Great Falls, Harlem, Harlowton, Havre, Missoula (Big Sky High School Branch), Malta, Moore, Roundup, Shelby, Sidney, Stanford, Townsend, Twin Bridges, Valier, and Winnett
- Consulting topics included: board development, book challenges, CE, certification, collection management, Connecting to Collections grant, copyright issues, foundations, grants, ILL, library districts, library education, MSC, new director orientation, policies, preservation, scholarships, standards, SWIM, training opportunities, trustee issues
- Meetings, conferences, and training sessions attended: ALA Learning Round Table; two E-rate webinars; WebJunction "Serving the 21st Century Patron" two-day webinar; College of Du Page telecast discussion sessions; BTOP meeting and Webinar; State Library Commission Meeting; Federation Coordinators' Meeting; LDD Statewide Consultants meeting, MMP Executive Committee; MSC Executive Committee; MSC Partners Committee; MSC training; OCLC Webscale Advisory Council; two Gale Meetings

- Continued Partnership with Montana Historical Society on Connecting to Collections (CTC) Grant Project. One online CTC Preservation Workshop was presented by the project contractors and attended by 21 individuals from libraries, historical societies, local governments, archives, and museums. 140 cultural organizations have responded to the CTC survey; the data is being compiled and analyzed for development of a statewide preservation plan
- Continued to promote and encourage participation in the College of DuPage library teleconference series. Because of funding provided through MSL, the programs are available at no cost for all Montana librarians
- Announced deadlines and requirements for the 2010 Collection Management Honor Roll. Libraries were emailed about policies that needed to be revised/updated and assistance was offered to libraries working on collection management policies. The Honor Roll will be announced at the Montana Library Association Annual Conference in April

Goal Four—Collaboration - *MSL promotes partnerships and encourages collaboration among its partners and patrons so that their information needs can be met.*

- Whitehall Schools joined the MSC 4-Rivers sharing group
- Additional funding necessary for the purchase of an open URL resolver/integrated discovery system was acquired from the Montana Shared Catalog membership, in support of this effort
- 3 new libraries joined the Montana Courier Pilot
- Participated in Montana Library Association committee activities
- State Program Report for the 2009 LSTA grant award was prepared and submitted to the Institute of Museum and Library Services (IMLS) by the December 30, 2010 deadline. An internal LSTA manual is being drafted as requested by IMLS during a recent site visit

- Collaborated with the Lifelong Education at Desktop (LE@D) program to use MSL's Trustee Handbook as the foundation for an online class. MSL will receive free LE@D class seats that can be offered to librarians and trustees
- Assisted the Parmly Billings Library Building Design Committee and participated in the Committee's meetings

Goal Five— Sustainable Success - *MSL is a well-run organization and a sought-after employer; it is efficient and effective (measured against partner and patron outcomes), and successfully engaged in its ongoing mission.*

- Hired Lauren McMullen as a Statewide Consulting Librarian
- Recruitment process underway for Statewide Training Specialist position
- Submitted information for LSTA State Report
- Provided Webinar training for staff associated with the MSL BTOP grant
- Participated in initial MSL management staff work on process to develop new MSL Long Range and Strategic Plans
- Assisted with enhancements to MSL Internal Control documents