

**STATEWIDE LIBRARY RESOURCES (SLR)
LIBRARY DEVELOPMENT (LDD)
AND MONTANA SHARED CATALOG (MSC)
ACTIVITY REPORT FOR THE AUGUST 10, 2011
STATE LIBRARY COMMISSION MEETING**

Activity Period: May 1, 2011-July 15, 2011

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

- Posted to MSL Training Blog and provided updates in the “What’s New” section on the landing page of the “For Librarians” tab on msl.mt.gov
- MSC patron interface (OPAC) updated to use icon images to display item type and modified display of call numbers to make them more readily visible.
- Updated For Librarians tab and mymontanalibrary.org
- Updated Trustee Handbook
- Updated New Library Director’s Handbook
- Contributed content to Montana CE Central, Montana Library Learning Blog and For Librarians page on MSL website.
- Assisted librarians adding content to the Montana Book Club Wiki
- MSL Library Professional Development Collection assessment
- Based on outcome of the RFP processes, negotiated final contracts for FY2012-13 Statewide Databases subscriptions and a statewide Integrated Discovery System

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.*

- Completed initial needs analysis for training
- Creation of a training curriculum map structure for prioritizing training needs

- Conducted trainings either onsite or online on the following topics: Captivate, technology petting zoo, customer service, safety in the library, developing better internet use policies, trustee 101 training, MSC cataloging, acquisitions, circulation, reports and Director's Station, e-Library searching/patron assistance, OCLC cataloging and ILL for libraries newly enrolled in OCLC, Summer Reading Program, marketing resources provided by the MSL, use of Web 2.0 tools to further library goals, and the Montana Memory Project.
- Assisted with planning for this year's Treasure Hunt using the new statewide databases
- Planning for Montana Library Day and Facebook page
- Continued preparations for the 2011 Fall Workshop with a theme emerging for this Fall's event of the "Digital Library"
- Conducted onsite trainings in: Libby, Noxon, Havre, Whitefish, Twin Bridges, Belgrade, Manhattan, Miles City, Terry, Bigfork, Billings, Helena, Plains, Denton, Cut Bank, Big Timber and at the MSC Members meeting in Missoula.
- New MSC libraries that went "live" during this reporting period: Libby School District Libraries, Noxon School Library, Summit Preparatory School Library (Kalispell), Whitefish Community Library (replaces the Flathead County Whitefish Branch Library).
- MSC Symphony software updated with patch cluster 2. This fixes several bugs in the system and includes enhancements to the OPAC and Acquisitions modules.
- MSL joined LYRASIS under an institutional membership, providing discounts for products, training and services through this membership to libraries statewide

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

- Made onsite public library consulting visits to: Libby, Noxon, Whitefish, Twin Bridges, Whitehall, Clancy, Belt, Choteau, Conrad, Denton, Dutton, Fairfield, Great Falls, Chester, St Ignatius, Ronan, Winifred, Shelby, Kalispell, Boulder, Darby, Deer Lodge, Dillon, Drummond, Hot Springs, Plains, Polson, Stevensville, Superior, Thompson Falls, White Sulphur Springs, Valier, Harlem, Moore, Sheridan, Scobey, Chinook, Cascade
- Consulting topics including MSC procedures and guidelines, Federation expenditure reports, OCLC group services, statewide resources, Ready2Read, web development, library standards, public access computers, budgeting, library

foundations, automation systems and e-learning, e-rate, technology petting zoo, future of libraries, policies, human resources, board development, strategic planning, open source, budgets, confidentiality agreements, library districts, CE, ILL , friends, foundations, federations, new director orientations, long range planning and strategic planning.

- Meetings, conferences and training sessions attended: MLA, SirsiDynix Customers (COSUGI) Conference, Montana Shared Catalog Spring Membership meeting, MSC Executive Committee, MSC Partners, MSC 4-Rivers, EBSCO Discovery Service Implementation Webinar, Federation Coordinators, MSC reports training, Sagebrush Federation, South Central Federation, Tamarack Federation, ILEAD U second session, OCLC Web-Scale Management Service Advisory Council

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

- Collaborated with the Montana Preservation Alliance to introduce communities (Danvers and Big Arm) already engaged with building preservation to consider document preservation through the Montana Memory Project. Forged alliances with the preservation community of Danvers with the Lewistown Public Library. Introduced the Big Arm Association to the North Lake District Library.
- MSC Phase XIII libraries began the implementation process and migration and tentative training and go-live schedules have been formulated.
- MLA Intellectual Freedom Committee program planning
- MLA Academic and Special Libraries Division program planning
- Helped organize a “cataloging party” for Ashland School Library that involved staff from Miles City Community College Library and Miles City Public Library that resulted in adding more than a 1,000 items into the MSC database over a weekend. Ashland School Library will now be ready to go live in MSC when the new school year begins in late August.
- Worked with federation coordinators to develop plans of service

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 Melody Condron and Amy Marchwick as the new MSC staff training and systems support technicians.
- Statewide Projects Librarian position posted
- Tweaking of performance appraisal process based on feedback from employees and coworkers
- Worked with data coordinator to develop an in house site for remote staff that allows staff to update handbooks and access resources about their assigned libraries
- Participated in BTOP's WebJunction discussions
- Trained the MSL trainer on blog, wiki and web conferencing software
- Attended webinars on Reference USA (MSL), Drupal open-source CMS (Common Knowledge), Montana Memory Project (MSL), US Census (InfoPeople) and Technology Planning (Le@d)
- Attended MSL Consultants' Retreat