

# DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
10:00 A.M., MARCH 28, 2012  
TELECONFERENCE**

**ATTENDEES:**

Commissioners: Chairman Richard Quillin, Don Allen, Colet Bartow, Marsha Hinch, Lee Miller, Brent Roberts and Anita Scheetz.

Staff: Sue Jackson, Sarah McHugh, Kris Schmitz, Jennie Stapp and Marlys Stark.

**Chairman Quillin called the meeting to order at 10:01 a.m.**

**LIBRARY SERVICES TECHNOLOGY ACT (LSTA) FIVE YEAR EVALUATION:**

After several versions and requests for further information and edits, Communication and Management Services (CMS) has submitted their final evaluation.

**Motion was made by Commissioner Bartow and seconded by Commissioner Roberts to accept the evaluation as presented.**

Commissioners noted that there are some good points to the report. Overall it is favorable to MSL and the recommendations are well thought out. Staff feels that there are a lot of omissions and shortcomings in this report based on what Institute of Museum and Library Services (IMLS) has required and the process originally discussed. After numerous requests for edits and additions staff believes it would be acceptable to IMLS but is still disappointed with the final product.

The report is due on the 30<sup>th</sup> so there is a limited amount of time to do any further edits but they can be requested. Sue Jackson has drafted a letter to accompany the report when it is submitted to IMLS which outlines where deficiencies are noted in the report itself.

The commission would like to see CMS add the patron surveys and the script for the focus groups to the appendixes. If there isn't enough time for CMS to add those before the report is due, they want those items kept at MSL with the copy of the evaluation and the letter.

**Motion was made by Commissioner Miller to amend the motion on the table to request that the appendixes include all the tools used and all typographical errors be corrected prior to submission as long as it fits the timeline. The motion was seconded by both Commissioner Allen and Commissioner Hinch and accepted by Commissioner Bartow. The motion with the amendment passed.**

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**PUBLIC COMMENT:**

There was no public comment received.

**ADJOURNMENT:**

**The chairman adjourned the meeting at 10:21 a.m.**

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