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**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING
10:00 A.M., APRIL 17, 2013
MISSOULA, MONTANA**

ATTENDEES:

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

Staff: Ken Adams, Christie Briggs, Sue Jackson, Sarah McHugh, Cara Orban, Kris Schmitz, Jennie Stapp and Marlys Stark.

Visitors: Janeen Brookie, Judy Hart, Carol Quillin and Wendy Walker

Chairman Quillin called the meeting to order at 10:02 a.m.

APPROVAL OF MINUTES:

Motion was made by Commissioner Miller and seconded by Commissioner Roberts to approve the February 13, 2013 minutes as presented and the motion passed.

STATE LIBRARIAN'S REPORT:

The first part of the legislative fiscal audit has been completed. The first two weeks consisted of the auditors gathering knowledge about MSL programs and how they operated. The 2nd part of the audit is scheduled for November.

In February, State Librarian Stapp met with Tim Burton, Governor Bullock's chief of staff to familiarize him with the commission and the structure of MSL including the mission, programs and services. They also conducted a budget and legislative discussion and Stapp was invited to the cabinet meeting that day where she was able to provide an orientation to the cabinet. Staff prepared information packets for each of the new directors and the state librarian received several compliments on that idea.

Ron Baldwin, the new Information Technology Services Division (ITSD) Chief Information Officer (CIO) from Department of Administration (DOA) has toured MSL, met staff and received program orientation. This position sits on national boards and will also sit on the Montana Land Information Act Council (MLIAC).

On March 20, Talking Book Library (TBL) held an open house to promote the program and to bolster partnerships with the historical society, far county press, local authors, the Montana Association for the Blind (MAB), women's clubs and others. Patrons attended to meet their reader advisor. There were more than 200 attendees. Since the

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beginning of the patron outreach program (POP), 118 new patrons have been signed up for TBL services which is a seven percent increase.

Tracy Cook has been working on the new library district handbook which will be available as a companion to the current district book and is intended to help libraries that are considering becoming districts.

Sara Groves approached First Lady, Lisa Bullock about working with the Ready2Read program. Janet Walsh, wife of Lieutenant Governor Walsh and Lisa Bullock have both agreed to become involved and the first event will be held at Lewis and Clark Library.

Stacy Bruhn has accepted the Web Developer position for MSL and Colleen Hamer has accepted the Data Technician position.

The Broadband Technology Opportunity Program (BTOP) transition has moved quicker than anticipated with Sarah Elkins accepting a city government position and Donci Bardash working a few remote hours this month to finish out her position. Jennifer Birnel is fulfilling some of the reporting responsibilities and Carol Churchill is working on some of the fiscal responsibilities. BTOP is still looking at ways to extend broadband services in all libraries. Webinars, benchmarks, standards and other resources will all be available online to all Montana libraries. Benchmarks are similar but not exact to the Library Edge Initiative benchmarks since those were not all applicable to Montana. Tools and resources Montana librarians need to align with the benchmarks are being reviewed.

Library Information Services (LIS) has completed another year of digitizing. Since the contract amount had to be cropped due to a cut in funding the numbers of digitized documents went down. Over 18,000 publications have been digitized which means over fifty percent of the documents have been completed. Funding that was previously cut has been planned to be returned to the budget so next fiscal year additional funds should be able to be put towards completion of this project.

Bryce Maxell, senior biologist for Natural Heritage Program (NHP) received the Montana wildlife biologist of the year award.

MSL continues to change its web presence to a WordPress content management system. The state ITSD may also be going to adopt a content management system, so the hope is they will also adopt WordPress although Drupal might be an option.

MLIAC met in March. When they meet in June, they will discuss grant recommendations since this year there were more application than funding available which reflects wider knowledge of the grants. Those recommendations will be presented to the commission. They will also conduct a discussion adding climate data as a theme level.

With a project director and dedicated staff, the Montana Memory Project (MMP) Executive Committee has reached a point that they think they need to focus on how to

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get in front of new audiences, what the next steps are, fundraising, outreach and so on so they feel the technical makeup of the Executive Committee is no longer appropriate. Staff intend to disband the committee and create an advisory board.

The state librarian has completed several library tours and attended meetings at various libraries including a tour of the new Billings Public (was Parmly) library's new facility, visit to the Flathead County library, attendance at the South Central Federation meeting and the Bozeman strategic planning meeting.

The Summer Institute will be held July 22 through 24 and preference will be given to new attendees. Maureen Sullivan will be the primary speaker. She is a library consultant and the president of American Library Association (ALA) as well as the interim dean of the Simmons College of Library Information Services in Boston.

Chairman Quillin read a letter that he received from the Flathead library regarding State Librarian Stapp. That letter is attached to the minutes.

LEGISLATIVE UPDATE:

Overall the legislation session is going well. HB38 has been signed into law so as of July 1, MSL will have full authority over Base Map Service Center (BMSC) and MLIA funding. HB13, the pay bill, made it through the house and is in the senate. The house reduced the funding amount and the specified percentage increase and instead allocated a certain amount for pay raises but the division of that amount is to be determined by the Governor. The bill will go back to the house for approval of language changes entered by the senate and then will go to the Governor. He will negotiate with the unions to decide the actual allocation of any raises since the only direction was to consider lower pay bands and those that did not get raises last year. What this means for MSL won't be known until that agreement is reached. HB203 passed as statutory funding with a sunset date in 2017 so libraries will need to be educated on the importance of documenting the value of the increased funds. Moving forward, MSL will take a proactive approach on districts. HB586 regarding funding to aquatic species did not mention state library and there is no actual funding but the Governor's Office did directly reference MSL regarding management of the data. The bill to change the reappraisal cycle from six to two years using oblique imagery involves an incredibly large GIS data set with multi uses across various agencies so the state library is educating involved parties in what is involved with managing that data in order to determine the future. MSL's portion of the major budget bill, HB2 is intact and MSL was exempted from a vacancy savings increase. However a global motion was passed that would remove the FTE left open for the four percent vacancy savings for all agencies which could negatively affect MSL. Hopefully MSL will be exempted out since we don't keep any particular FTE open and they are only open when we lose an employee but the actual implications and how MSL will be affected are not known at this time.

FY'13 THIRD QUARTER FINANCIAL REPORT:

All Library Services Technology Act (LSTA) projects are now under the LSTA FY12 funding and half of the TBL promotion project is paid.

Motion was made by Commissioner Hinch and seconded by Commissioner Miller to accept the FY'13 third quarter financial report as presented and the motion passed.

NETWORK ADVISORY COUNCIL (NAC) REPORT:

NAC is recommending that the Fort Peck Tribal library and the Judith Basin County Library applications to join the Montana Shared Catalog (MSC) consortia be accepted which will bring the number of MSC libraries to 168.

Motion was made by Commissioner Roberts and seconded by Commissioner Gransbery to accept the recommendation to approve the new library applications and the motion passed.

LSTA FY'13 BUDGET:

The budget spreadsheet provided represents what MSL put forward based on the knowledge at the time of the NAC meeting of the partial FY13 LSTA award with the remaining part of the award to be decided later after the full impact of the federal sequestration is known. It also was based on the possibility of the pay plan passing as proposed which would affect the award balance also since LSTA funded positions will affect the LSTA money remaining. The NAC recommended funding all the projects which are listed as priority above the line and revisit the projects below the line in May when further information is known.

Motion was made by Commissioner Miller and seconded by Commissioner Hinch to approve the LSTA FY'13 budget recommendations as presented and the motion passed.

SWIM EMPLOYMENT SEARCH EXTENSIONS:

There are seven scholarship recipients who have not found qualifying positions as required by the scholarship agreement and have graduated six months ago. They have reached the point where they must request an extension and provide documentation showing that they have done everything they can to fulfill their agreement in order to receive that extension. The documentation for each of the seven was reviewed by the SWIM partners from the four states (South Dakota, Wyoming, Idaho and Montana) and they made their recommendations to the SWIM Advisory Committee as to whether to grant extensions or not for each individual. The SWIM Advisory Committee accepted those recommendations of four extensions and three denials of extensions based on the

supporting documentation and is requesting that the commission accept those recommendations also.

Motion was made by Commissioner Roberts and seconded by Commissioner Scheetz to accept all recommendations for extensions and denials as presented and the motion passed with Commissioner Miller voting against.

MTBL DIGITAL LOAN POLICY:

There are no changes to the draft since the February presentation.

Motion was made by Commissioner Bartow and seconded by Commissioner Roberts to approve the policy as presented and the motion passed.

COMMISSION GOALS AND OBJECTIVE:

The proposed amendment to the bylaws would move officer elections to the August meeting.

Motion was made by Commissioner Miller and seconded by Commissioner Gransbery to accept the amended bylaws as presented and the motion passed.

At least one commissioner will attend each spring federation meeting. MSC meeting will be held in Miles City on May 3 with an abbreviated federation meeting being held afterward. MTLibrary2Go and MSC meet twice a year.

Commissioner Miller will verify with her library board as to whether she can attend National Library Legislative Day in Washington D.C. May 7 and 8. Currently no commissioner is attending although Montana is represented by Sarah McHugh, Judy Hart and Anne Kish.

PUBLIC COMMENT:

Judy Hart spoke briefly to give a big thank you to State Librarian Stapp and her staff who worked closely with MLA and MLA lobbyist Nanette Gilbertson for this legislative session.

OTHER BUSINESS/ANNOUNCEMENTS:

No other business was introduced nor announcements made.

ADJOURNMENT:

The chairman adjourned the meeting at 11:45 a.m.



FLATHEAD COUNTY LIBRARY SYSTEM

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Mr. Richard Quillin, Chair
Montana State Library Commission
PO Box 908
Whitefish, MT 59937

24 January 2013

Dear Chairman Quillin and Members of the Commission,

I am writing to say how very impressed I am with our State Librarian, Jennie Stapp. I was recently in Helena, as were most of you, at the Montana Library Association Legislative reception at the Montana State Library. The next morning I sat in on the budget hearing for the State Library's Budget.

Jennie presented the budget in clear and well-articulated language. She was gracious and professional in her presentation, never whining about cuts that the library has experienced over the years, rather she clearly presented a picture of the reality of that department. When questions were posed by the legislators, she never missed a beat and again clearly stated the needed information. I was accompanied by one of the Flathead County Library System's trustees, Al Logan, and he was also quite taken with Jennie's presentation. When we gave a report to our Library Board at yesterday's meeting, our Board Chairperson, Connie Leistiko, also commented that she has been very impressed with our State Librarian.

Oftentimes boards and commissions hear complaints and a litany of wants, but not many compliments. I wanted to be sure that you know how much the staff and the Board at the Flathead County Library System value the choice you made when you hired Jennie Stapp. She rocks!

Sincerely,

Kim Crowley, Director
Flathead County Library System