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Memo

To: Jennie Stapp
State Librarian

To: Montana State Library
Commission

From: Sarah McHugh, Director
Statewide Library Resources

From: Jennie Stapp
State Librarian

Date: July 25, 2013

Re: Recommendations from the Public Library Statistics Task Force

The Public Library Statistics Task Force was charged with assisting MSL in our study of the current annual statistics collection process. The Task Force was asked to evaluate and clarify particular data elements, to consider the addition of other data collection and to improve the collection process.

Over the last four months, the group has focused their work around these goals:

- To better understand the federal guidelines and collection
- To review data elements, with a focus on those data elements currently interpreted in different ways by libraries
- To discuss how often to collect and when to collect
- To look at BTOP data collection and elements to suggest what to continue after BTOP
- To inform MSL on how it can improve and enhance the collection process to help libraries better tell their stories

The Task Force held six virtual meetings to address the five goals. The recommendations attached to this memo reflect the thoughtful considerations and decisions of the Task Force and have been approved by the State Librarian.