



Montana State Library
State Librarian
FY 2014 Work Plan
July 1, 2013-June 30, 2014

"The Montana State Library is committed to strengthening libraries and information services for all Montanans through leadership, advocacy, and service."

The State Librarian is established by Montana statute 22-1-102 (MCA).

The role of the State Librarian is to recommend to the State Library Commission policies and funding priorities that empower the State Library to meet its mission and statutory obligations, to offer administrative oversight, support and guidance to the staff of the State Library and to advocate for the State Library and the Montana library and information communities whenever possible.

This work plan is developed based on the goals contained in the [MSL 2012-2022 Long Range Plan](#). Specific work objectives for FY2014 are organized by the MSL six agency-wide Long Range Plan goals. Together, these objectives represent a collective approach to defining the highest priority tasks for the State Librarian for FY2014.

Goal One—Content

MSL acquires and manages relevant quality content that meets the needs of Montana library users.

With input from staff, advisory councils and consortia memberships:

1.1 Advise, review and recommend policies that enhance the information resources of the Montana State Library and resources available statewide;

1.1.a. Recommend for approval at the August 14, 2013 Commission meeting, the Climate theme for inclusion in the Montana Spatial Data Infrastructure.

1.2. Advise, review and recommend budgets and expenditures that enhance Montana State Library's information collections including statewide e-content subscription and purchase programs, the Montana Memory Project, the collection development priorities of the Montana State Library Collection Development Policy, and the Talking Book Library Collection;

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.

With input from staff, advisory councils and consortia memberships:

2.1. Advise, review and recommend policies that enhance access to information through local tools and applications as well as statewide resource sharing initiatives;

2.2. Advise, review and recommend budgets and expenditures that enhance access to information through statewide resource sharing initiatives;

2.3. Request and participate in trainings and/or presentations by staff and other subject matter experts on new and existing topics that will educate me on issues that will inform my understanding of the access needs of Montana Library users.

2.4. Bring to the Commission for action any resulting recommendations from the Task Force charged with reviewing the OCLC cost share formula.

Goal Three—Training

MSL provides appropriate trainings and training resources so that the best use can be made of the resources offered.

With input from staff, advisory councils and consortia memberships:

3.1. Advise, review and recommend policies that enhance Montana State Library's statewide training opportunities;

3.2. Advise, review and recommend budgets expenditures that enhance Montana State Library's statewide training opportunities;

3.3. Request and participate in trainings and/or presentations by staff and other subject matter experts on new and existing topics that will educate me on issues that will inform my understanding of the training needs of Montana Library users.

3.3.a. Organize a R2 workshop for the MSL Commission and staff and staff of the Montana Historical Society in coordination with the December Commission meeting.

Goal Four—Consultation and Leadership

4.1. Represent the interests of MSL partners including public libraries and the GIS community in appropriate legislative, community, regional, and national forums;

4.1.a. Chief Officers of State Library Agencies;

4.1.b. Montana Library Association;

4.1.c. Montana Association of Geographic Information Professionals;

4.1.d. National States Geographic Information Council; and,

4.1.e. State Information Technology Board.

4.2. Establish and maintain contact with Library Directors and Trustees, and other MSL partners, to remain cognizant of their needs and the challenges they face;

4.2.a. Attend at least one library federation meeting during fiscal year 2014;

4.2.b. Attend the 2014 Montana Library Association Conference;

4.2.c. Facilitate a Conversations with the Commission session at the Montana Library Association Conference;

4.2.d. Attend the 2014 Montana Geographic Information Professionals Conference;

- 4.2.e. Attend at least one meeting of the Chief Officers of State Library Agencies and more if scheduling and funding allow;
- 4.2.f. Coordinate travel opportunities with other State Library staff to visit libraries as they travel the state;
- 4.2.g. Chair the Montana Land Information Advisory Council.

4.3. Chair a Library District Task Force that will be charged with reviewing Montana Code for opportunities to clarify and ease the process of forming library districts. If necessary, bring to the MSL Commission, Montana Library Community and Governor's Office, proposes for changes in statute that may be brought to the 2015 Legislature.

4.4. Share information about the role of the State Library beyond the boundaries of the Montana Library Community;

4.5. Actively seek and encourage opportunities for cross-collaboration between State Library programs.

Goal Five—Collaboration

MSL promotes partnerships and encourages collaboration among its users.

5.1. Facilitate information-sharing partnerships among federal, tribal, state and local governments, businesses and citizens. Partnerships should promote the role of libraries in Montana communities, create funding opportunities for Montana libraries and the GIS communities, and extend the reach of information services and delivery throughout the state.

- 5.1.a. Meet regularly with the Governor's Office regarding legislative initiatives and opportunities for on-going collaboration;
- 5.1.b. Partner with the Governor's Education Policy Advisor to draft a statewide early literacy policy initiative that includes Montana libraries;
- 5.1.c. Support the efforts of Library Information Services staff to promote to state officials the state publications management plan;
- 5.1.d. Share State Library resources and expertise with Montana PBS LearningMedia as an active member of the steering committee;
- 5.1.e. Share State Library resources and expertise as a member of the Montana Memory Project Advisory Council.

Goal Six—Sustainable Success

MSL is efficient and effective (measured against partner and patron outcomes) and is engaged in fulfilling its mission.

6.1. Advocate for the Montana State Library and the Montana Library and GIS Communities with federal, tribal, state and local governments, businesses and citizens. Advocacy should promote the role of libraries in Montana communities, create funding

opportunities for Montana libraries and the GIS communities, and extend the reach of information services and delivery throughout the state;

6.1.a. Work with the Communications and Marketing Coordinator, State Library staff, advisory committee members to create and present compelling argument for ongoing and increased legislative support to be reflected in Executive Planning Process priorities. These priorities will be presented to the Commission in April 2014;

6.1.b. Attend National Library Legislative Day May 5-6, 2014 in Washington, D.C.;

6.2. Request and participate in trainings and/or presentations by staff and other subject matter experts on new and existing topics that will educate me on issues that will help me to continually grow as the State Librarian and to support the work of the State Library;

6.3. Direct the Marketing and Communications Coordinator to develop strategic talking points and elevators talks that target community members, legislators and policy makers that can be used to communicate a consistent message about the Montana State Library and the Montana library community;

6.4. Direct and provide guidance to program managers on and evaluation of program work plans and performance objectives that empower and engage staff and that support the goals of the long-range plan.

6.5. Advise, review and recommend policies that recognize the significant contributions of and develop the leadership and management skills of MSL staff;

6.6. Celebrate State Library accomplishments.