



## State Librarian's Report July through September 2014

Prepared for the October 8, 2014 Commission meeting  
by Jennie Stapp, State Librarian

This report represents the accomplishments of Jennie Stapp and includes the work of  
the following staff:

Hammer, Marino, Bruhn and Story

**Goal One – Content:** MSL acquires and manages relevant quality content that meets  
the needs of Montana library users.

In late August, MSL was informed by the Governor's Office of Budget and Program  
Planning that we must reduce our FY15 Coal Severance Tax-funded expenditures by  
7% or \$42,000 rather than the originally projected amount of 25% or \$137,000.

To address this reduced shortfall, MSL and the Office of Public Instruction agreed to  
split the cost of the Tutor.com service in FY15. Montana libraries will see no change in  
their service as a result of this decision. Additionally there will be no impact to the  
availability of any statewide databases.

I reported at the August Commission meeting that we were nearing completion on a  
revised agreement with EBSCO to extend our existing contract by an additional year, at  
a reduced cost, to make up for the originally planned shortfall. This amendment would  
have meant no loss of service for libraries and our patrons. Although that amendment  
is no longer necessary, and our existing databases remain in place, we sincerely  
appreciate EBSCO's willingness to work with us to minimize the impact of this budget  
uncertainty. I also want to thank the Network Advisory Council for their work to help  
us develop a positive resolution to this situation. I'm relieved to know that we will not  
have to enact such deep cuts and, at the same time, it's gratifying to know that we can  
turn to our partners to help us resolve situations such as these when they arise.

We are currently projecting full coal severance tax funding for the FY16/17 biennium.

**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.

For the past year MSL has been migrating to a new web Content Management System (CMS). MSL had previously used the WordPress CMS managed by Pressable. While this solution was a good option for us at that time, the State Information Technology Services Division (SITSD) has since begun offering a robust CMS service on the state enterprise web platform. Utilizing the state enterprise web platform provides additional security measures and better opportunities for integration between our web resources and other IT resources. We have worked with SITSD since their initial testing of the system in October 2013, and since that time the entire library program web pages have been migrated from WordPress to the state supported CMS. We expect to move the final page, the MSL home page, by the end of October 2014. In addition to added security and efficiency, moving to SITSD's DNN environment comes at no cost while hosting of WordPress at Pressable came at a cost of \$135 per month.

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

As I reported at the August commission meeting, I served on panel at the Montana Telecommunications Association annual conference with John Windhausen, the Schools, Health and Libraries Broadband Coalition Executive Director and Kirk Miller, Montana School Administrators Association Director, regarding the impacts of the new E-rate modernization order. Since that time we have learned that there is some lingering confusion regarding the changing way urban and rural status is determined under the order. Status is currently determined by county; Montana has three counties defined as urban: Cascade, Missoula and Yellowstone. Under the old system, just about every town in an urban county was considered urban. Under the new order the Federal Communications Commission defines urban and rural based on census classifications. On first look, this change seemed positive for Montana because certain communities like Belt would no longer automatically be classified as urban. However, in reading through the footnotes of the order it was noted that the order also relies on the not easily understood urban clusters concept. What it could mean is that communities with a population of 2,500 or more could be moved into an urban classification and potentially lose 10% of their E-Rate discounts. This new definition would impact approximately 30 Montana libraries that are currently classified as rural. Several organizations with which we are involved have asked for a clarification of this order which is contrary to the FCC's stated goal to get more funding to rural areas.

On September 11 I chaired the Montana Land Information Advisory Council. As was reported to the Council, the MLIA account had its lowest level of revenue collection ever (details are available online:

[http://docs.msl.mt.gov/Central\\_Services/Commission\\_Councils/Montana\\_Land\\_Information\\_Advisory\\_Council/Archive/2014/09/MLIA\\_Account\\_Status\\_20140901.pdf](http://docs.msl.mt.gov/Central_Services/Commission_Councils/Montana_Land_Information_Advisory_Council/Archive/2014/09/MLIA_Account_Status_20140901.pdf)).

Collections seem to be increasing again but reliance on this account as the primary source of funding to support the Montana Spatial Data Infrastructure is concerning and will necessarily cause us to prioritize a strategic approach to address this funding need in the near future.

**Goal Five – Collaboration:** MSL promotes partnerships and encourages collaboration among its users.

Along with key staff I attended the National States Geographic Information Council (NSGIC) meeting in Charleston, South Carolina. During the state caucus there was good discussion about a forthcoming federal National Geospatial Act which will prioritize geospatial work at the federal level. Based on experience in several states, as was shared with the Commission during the August CATSPAW presentation, it is clear to NSGIC that the act should call for greater support of GIS activities at the state and local level. NSGIC will prepare an educational campaign which will become the focus for state and national legislative efforts in the coming year. This legislation will likely be introduced to Congress in the late winter or early spring.

Our longtime partner, the Natural Resources Conservation Service, continues to feel the impact of sequestration. For nearly two decades the State Library and the NRCS have had an agreement in place that provides infrastructure and professional GIS services to NRCS employee, Cathy Maynard. Because of budget reductions the NRCS and the State Library renewed the agreement for a bare minimum of support for the coming federal fiscal year with the understanding that the amount of funding the agreement makes available will increase as their funding situation improves. The renewed agreement allows Cathy to keep her office space and information technology infrastructure but allows for only a minimal amount of professional support. Although this reduction in funding puts added pressure on the State Library we are pleased that the NRCS recognizes the value they receive from this partnership and chose to continue to sustain it, albeit at a reduced amount, in the face of budget cuts.

**Goal Six – 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.

FY14 equipment funding was prioritized to bolster the machines that host our virtual server environment and to increase the storage capacity of our storage area network

(SAN). In order to move our final remaining physical servers to virtual servers we needed to purchase one additional host server, and add memory and processors to three existing host servers. That hardware was purchased at the end of FY14. It has all been received, installed, and the new hardware is up and running. We expect to have five of the eight remaining physical servers migrated to virtual servers by the end of calendar year 2014.

We also purchased hard drives to further expand the storage capacity of our SAN environment. Previous purchases had expanded the SAN to 40TB. In FY14 we purchased drives to fill out the remaining enclosures and increase the capacity to 60TB. We are currently using about half of the existing capacity. The expanded capacity should be sufficient to meet MSL needs for the next couple of years, but we will need to explore longer term storage needs for MSL to understand whether the best approach for expansion after that is to continue to expand on our existing hardware, consider purchasing new or replacement hardware, use hosted storage options from SITSD, or use hosted hardware services from cloud providers. The answer is likely a combination of many of these options but we need to better understand MSL program needs to come up with the best solution for the library.

As I reported in August, MSL intends to contract with a business analyst who will be asked to evaluate and to make recommendations about how we can optimize our organizational structure. The goal of this review is to have an outside professional review the business priorities and workflows of the Library to develop recommendations that can be part of our management toolkit as we work to proactively plan for the future of the Library. We have no preconceived ideas about what any recommendations might be nor will we guarantee that we will implement any recommendations that may come to us, but, we do expect that a consultant will give us examples of organizational models that would build on the strength of the Library and create opportunities for increased collaboration within the agency to better meet our statutory obligations and to serve our partners.

The process for the review will largely be determined by the consultant and will undoubtedly include discussions with staff and Commissioners. We do not yet have a firm timeline. We have issued a limited solicitation to begin the process to select a consultant. Responses to that solicitation are due October 3rd. Once a consultant is selected, we will know more about the details of the review process and timeline.

Also included with the State Librarian's report is the results for the State Library Work Force Pay Equity audit which was conducted as part of the larger audit for the

Governor's Task Force on Pay Equity. Overall the results demonstrate relative pay equity within the agency which can be attributed to our use of the Broadband Pay Plan. However, differences in salaries for traditional library positions and IT positions continue to make it difficult for the State Library to maintain true pay equity across the agency. The question of how to address this concern has been raised with the Task Force as an issue that requires further study.

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# MONTANA STATE GOVERNMENT PAY AUDIT

Montana State Library

As part of Governor Bullock's Executive Order 5-2013, the State Human Resources (division) conducted a pay audit for the executive branch of Montana state government. This executive order requires the division to, "[l]ead by example by conducting a state employee workforce audit, making recommendations that ensure pay equity in state agencies and public contractor companies." The press release and the pay audit report are scheduled to be available on July 31, 2014. A copy of the final pay audit report will be found here: <http://equalpay.mt.gov/>

To prepare this report, the Department of Administration reviewed pay practices and gathered pay information for employees in your agency from the broadband and blue collar pay plans, capturing pay information as of January 24, 2014. Pay practices for your agency were captured through a survey to your agency's HR managers and officers. Pay data was provided to your agency's HR office in spreadsheet files for comment and feedback. Below is summary information from the detailed spreadsheets for your agency, sent under a separate attachment.

- Overall, average female salaries in the Montana State Library are 88.98% of the total average base pay.
- 5 of 21 Job codes have no female representation
- 14 of 20 job codes have no male representation
- Only 2 job codes have both female and male representation
- 1 job code has higher average female salaries
- 1 job codes has higher average male salaries
- Of the job codes with both female and male representation, women make an average of 96.72% of men's average salaries
- 1 job codes has average female salaries below 90% of average male salaries
- 1 job code has average female salaries above 100% of average male salaries
- Average pay for Female supervisors overall is 86.40% of male supervisors
- Female supervisors account for 50.00% of total available supervisors

Please feel free to contact [Bonnie Shoemaker](#) at 406-444-2473 if you would like to discuss your agency's results, or if you have any questions about the pay audit.