

# Memo

**To:** Montana State Library Commission

**From:** Sarah McHugh, Director  
Statewide Library Resources

**Date:** November 20, 2014

**Re:** **FY 2014 LSTA Budget Update**

State Library staff requests that the Commission take the following action to update the FY 2014 Library Services Technology Act budget previously approved at the April 9, 2014 Commission meeting:

Statewide Collaborative Access: Add \$1,000 to put towards the cost of acquiring a robust, flexible project management software. Project management software would greatly aid staff in planning, implementing and managing one time and on-going pilots, projects and programs. We see substantial opportunities for more effective staff collaboration through the use of this software and will work with agency IT staff to acquire software that can be used across the agency.

Statewide Collaborative Content: Add \$1,000 to the Montana Memory Project Director's travel amount. The MMP Director travels both in and out of state on a regular basis, reaching out to under-represented areas in the MMP, presenting at conferences such as the Montana Education Association and the Pacific Northwest Library Association conferences, participating in the Mountain West Digital Archive regional meetings and attending the annual CONTENTdm conference. These activities are an important component to growing and guiding the MMP.

Statewide Collaborative Training: Add \$2,888 to purchase one Adobe Articulate Storyline license and five Camtasia Studio licenses. SLR staff will use the software to create self-paced tutorial content including screen-capture tutorial sessions, better enabling them to provide effective training and assistance across many LSTA funded projects and services.