Montana State Library Commission
Wednesday, December 10, 2014
9:30 a.m.
MSL Grizzly Conference Room

AGENDA

The State Library Commission welcomes public comment and the Chair will ask for public comment on agenda items throughout the meeting.

The Commission will move through the agenda as needed.

9:30 a.m.   Call to Order

Changes or Additions to Agenda

Introductions
- New staff
- Staff longevity pins

Approval of Minutes **– Action**
- October 8, 2014

State Library Report – Stapp

Early Edge Montana overview – Sirie Smilie, Governor Bullock's Office

Office of Public Instruction legislative agenda – Dennis Parman, OPI

Montana Library Association legislative agenda – Judy Hart and Nanette Gilbertson

Coal Severance Tax Shared Account overview – Nick Brown, Legislative Fiscal Division

Montana State Library legislative update – Stapp - **Tentative Action**

Library Services Technology Act (LSTA) FY'14 budget update **–** McHugh **- Action**

Network Advisory Council Report – McHugh
- Remaining FY '14 LSTA fund recommendations – **Action**

Montana Land Information Act Legislative Report – Kirkpatrick - **Action**

FY '16 Montana Land Plan – Kirkpatrick - **Action**

Commission Goals and Objectives – Commission

- FY '15 Commission work plan review
- Commission Calendar
    - 2015 meeting dates
    - Research Institute for Public Libraries registration: http://www.lrs.org/2014/09/03/research-institute-public-libraries-summer-2015/.
- To see all library events, please visit the MSL event calendar at https://app.mt.gov/cal/html/event?eventCollectionCode=msl.

Public Comment on any matter not contained in this agenda and that is within the jurisdiction of the State Library Commission.

Adjournment

Commission Work Session (No action will be taken)

- LAWS Review and Legislative talking points

FINAL

MONTANA STATE LIBRARY (MSL) COMMISSION MEETING
9:30 A.M., AUGUST 13, 2014
HELENA, MONTANA

ATTENDEES:

Commissioners: Colet Bartow, Jim Gransbery, Anne Kish, Aaron LaFromboise, Bruce Newell, Brent Roberts and Anita Scheetz.

Staff: Christie Briggs, Allan Cox, Evan Hammer, Jim Kammerer, Stu Kirkpatrick, Cara Orban, Kris Schmitz, Jennie Stapp, and Marlys Stark.

Visitors: None.

State Librarian Stapp called the meeting to order at 9:30 a.m.

APPROVAL OF MINUTES:

Motion was made by Commissioner Newell and seconded by Commissioner Scheetz to approve the June 4, 2014 minutes as presented and the motion passed with Commissioner Kish abstaining.

STATE LIBRARIAN'S REPORT:

Kate Lewis has completed digitizing her local newspaper for the Montana Memory Project and that project has resulted in one of the most complete online, historic community newspapers available in Montana.

Stu Kirkpatrick will receive the Governor's Award for Excellence in Service for his work at MSL in combining two programs from different agencies into one effective working unit.

The State Library is beginning to offer professional development to staff who conduct trainings as part of their jobs on how to be better trainings. They had their first training session in July and that seemed to go over well. It will be an ongoing process.

The Chief Officers of State Library Agencies (COSLA) Connector Grant is underway via grant funds provided by Institute of Museum and Library Services (IMLS) with the goal of developing a national curriculum for education for librarians. In trying to decide their role, COSLA held a jam session in early July which was a day long, online, brainstorming process. One idea submitted by MSL is to contract for the creation of a dashboard that will give librarians meaningful online access to their public library statistics. Follow up professional development would educate librarians about how to use these statistics to communicate the impact of their libraries. COSLA will make a final decision about which ideas to submit to IMLS for further funding later this summer.

Due to a decline in coal severance tax monies, MSL was asked in June to reduce their expenditures from that account by 25 percent. This funding was primarily used to fund statewide databases, online tutoring services, digitization projects and federation grants. When the request was received, the Plans of Service for the federations had already been approved so managers decided to make cuts proportionally in the other areas. Library Information Services (LIS) will not renew the EBSCO science databases and will reduce their digitization. Office of Public Instruction (OPI) has volunteered to fund the tutor.com subscription. Staff met with the Network Advisory Council (NAC) who recommended that the contract with EBSCO be extended for one year, at a reduced rate, rather than doing a new Request for Proposal (RFP) at this time. No information is available on the impact of this shortage going forward.

MSL has to submit their FY '16-'17 budget by the end of the month and instructions from the Governor's office to help build the budget should be received today. Final notice about the Executive Planning Process (EPP) requests and about any proposed personnel cuts should also be received soon and the results will be shared at that time.

The Main Street Montana Project initiated by the Governor earlier this spring focuses on 11 or 12 key industry points, one of which is Montana's broadband network. State Librarian Stapp is the State point of contact to work the Key Industry Network on Information Technology. She attended the first meeting in late July along with several telecommunications and private sector representatives. They focused on the definition of broadband and settled on 'sufficient for users to accomplish their online goals'. They are attempting to map middle mile infrastructure and are looking at several models from other states including Wyoming and North Dakota. They have to produce a report which will be submitted to the Governor's office.

Last week Jennie attended the annual Montana Telecommunications Association (MTA) meeting. John Windhausen, executive director of the Schools, Health and Libraries Broadband Coalition, was the keynote speaker and he was able to come out early in order to tour the libraries in and around Billings and to talk to them about their communication needs. The libraries they talked to had a gamut of broadband speeds and needs. At the MTA meeting, Jennie talked about the new e-rate order. Chairman Wheeler of Federal Communications Commission (FCC) has undertaken modernizing the e-rate initiative. There is a need for a better definition of urban and rural which are currently based on the county rather than the actual community sizes. Up to 90 percent of broadband costs can be covered however most libraries don't apply for computer coverage but rather only phone coverage. Montana saw a decline from 2013 to 2014 in e-rate requests which may be a result of the end of the BTOP grant which had provided e-rate consulting services. Under the new order, e-rate telephone discount services will decline 20 percent each year over the next five years in order to free up funds for broadband services. Montana is way below the national average for broadband speeds required for libraries. FCC has earmarked money to help support wi-fi. There will be further changes as time goes on but there have been several things identified that should help Montana libraries.

Broadband speeds may be the focus of the next State Library task force.

After approximately 18 years of working for MSL, Marjorie Smith retired at the end of July. She accomplished a broad range of things in her time here. That position has not been re-opened pending the Governor's directions regarding possible personnel cuts.

PROGRAM WORK PLANS:

Central Services and Talking Book Library (TBL) will both submit their work plans to be reviewed in October. There is an agency wide work plan this year. Areas of focus include an improved web presence, the legislative session, records management policy development and the biannual legislative snapshot. Library Information Services (LIS) will also do a comprehensive user study. Statewide Library Resources (SLR) will continue to work with public libraries to help them conduct community assessments, promote the makerspace kits, conduct an overall organization structure assessment and will be collecting input from an outside agency.

FY'14 MONTANA STATE LIBRARY CLOSING BUDGET:

This was a snapshot year which is the starting point for building the budget for FY's 16 and 17. Only about $1,700 reverted back to the general fund. Some of the funds on the closing budget report won't carry over because they were for private funds or federal grants that have attended.

Motion was made by Commissioner Bartow and seconded by Commissioner Roberts that the fourth quarter budget report be approved and the motion passed.

FY'15 MONTANA STATE LIBRARY OPENING BUDGET:

This is basically the HB2 base budget for the second year of the biennium. Contracts, grants and so on have not been added in. Several items will be added before the next quarter. The reduced coal tax revenue cut is included. For those items that are affected by the cut, they are already reduced. The tutor.com bill isn't in the budget because OPI will pay that direct.

Motion was made by Commissioner Newell and seconded by Commissioner Gransbery to approve the opening FY'15 budget and the motion passed.

MONTANA STATE LIBRARY TRUST REQUEST:

This request is for the amount projected to host the annual volunteer appreciation luncheon. With the personnel change, the exact expenditures are not yet available so this request is based on previous projected expenses. The luncheon is the day after the October commission meeting and all commissioners are invited to attend.

Motion was made by Commissioner Roberts and seconded by Commissioner Scheetz to approve the TBL trust request and the motion passed.

MT CATSPAW OVERVIEW:

CATSPAW stands for cadastral administration through streamlined parcel adjustment workflows. Stu Kirkpatrick gave a brief background why how the Bureau of Land Management's administration of the public land survey system was not adequate for what was needed and why a new system was needed. Working cooperatively, both state and federal agencies and many private groups worked together to get this new system up and going. This is a major part of the GeoInfo work plan because it is a huge project that will eventually cut down on the amount of time spent doing adjustments in the future.

This effort will improve work flows for a lot of agencies and private individuals for the better. The CATSPAW is going to be managed from a user perspective rather than a federal agency perspective with input from a lot of users.

MONTANA NATURAL HERITAGE PROGRAM (MNHP) MAPVIEWER APPLICATION OVERVIEW:

Allan Cox gave a demonstration of the MapViewer which is a map based web application which is written and managed in house. He talked about what was available to the public and what to certain agencies or individuals, how they walk the line between making information available and protecting data of certain species, what people can contribute and what they can't and a lot of the features available. He then demonstrated the basic abilities of the new version of MapViewer. There are a lot more capabilities that are used by those that use it a lot.

COMMISSION BYLAWS:

Commissioners discussed the value of conducting election of officers in April versus the first regular meeting of a fiscal year which is generally August. The bylaws were amended in April of 2013 to change officer election from December to August.

The commissioners would like their official appointment dates to be on the website.

Motion was made by Commissioner Newell and seconded by Commissioner LaFromboise to approve the adoption of the bylaws as amended and the motion passed.

ELECTION OF COMMISSION OFFICERS:

Commissioner Roberts, seconded by Commissioner Scheetz, nominated Commissioner Bartow as chair and nominations were closed. Commissioner Bartow will be chair.

Commissioner Newell, seconded by Commissioner Bartow, nominated Commissioner Roberts as vice-chair. Commissioner Roberts, seconded by

Commissioner LaFromboise, nominated Commissioner Scheetz and nominations were closed. Commissioner Roberts will be vice-chair by a score of five to two.

COMMISSION GOALS AND OBJECTIVES:

The commissioners discussed their work plan as presented.

Motion was made by Commissioner Scheetz and seconded by Commissioner Newell to accept the work plan as presented and the motion passed.

PUBLIC COMMENT:

There were none received.

OTHER BUSINESS & ANNOUNCEMENTS:

There were none.

ADJOURNMENT:

The chairman adjourned the meeting at 1:04 p.m.

DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING
9:30 A.M., OCTOBER 8, 2014
HELENA, MONTANA**

ATTENDEES:

<u>Commissioners:</u> Colet Bartow, Jim Gransbery, Anne Kish, Aaron LaFromboise, Bruce Newell via phone, and Brent Roberts. Anita Scheetz was excused.

<u>Staff:</u> Ken Adams, Christie Briggs, Allan Cox, Bobbi deMontigny, Sara Groves, Evan Hammer, Jemma Hazen, Jim Kammerer, Stu Kirkpatrick, Sarah McHugh, Cara Orban, Andrea Pipp, Kris Schmitz, Jennie Stapp, and Marlys Stark.

<u>Visitors:</u> Brett Allen, Honore Bray, Janeen Brookie, Judy Hart, Nancy Schmidt and Sonja Woods.

Commissioner Bartow called the meeting to order at 9:30 a.m.

CHANGES OR ADDITIONS TO AGENDA:

The Montana Land Information Act (MLIA) grant presentation will not be held this meeting. New staff will be introduced. The longevity pin presentation will be moved to later in the meeting when the recipient is able to join the meeting.

INTRODUCTIONS:

Talking Book Library (MTBL) welcomes new Readers' Advisor Bobbi deMontigny. Montana Shared Catalog (MSC) welcomes Jemma Hazen back as the Technical Services Assistant. MSC also congratulates Amy Marchwick in her new position as the Systems Technician. Natural Heritage Program (NHP) welcomes Andrea Pipp as the Botany Program Manager.

APPROVAL OF MINUTES:

Motion was made by Commissioner Roberts and seconded by Commissioner LaFromboise to approve the August 13, 2014 minutes as presented and the motion passed.

STATE LIBRARIAN'S REPORT:

Staff has been very busy and coming off a successful fall workshop with over 100 attendees including several trustees and Commissioners Scheetz, LaFromboise and Bartow. Congratulations to Statewide Library Resources (SLR) staff for their hard work.

DRAFT

The commissioners have received e-mails updating them on the current situation with the coal severance tax monies. The latest indication is that MSL should expect only a seven percent reduction or about $42,000 in FY'15. Therefore there is no need to extend the EBSCO contract so a request for proposal (RFP) process may be done sometime within the year. MSL and Office of Public Instruction (OPI) will split the tutor.com license fee to make up for the needed expenditure reduction. FY'14 status quo is the projection for the next biennium. More information will be provided in December.

More work is being done to modernize the e-rate program. Comments continue to be submitted to the FCC in order to promote an ideal solution for everyone. Current changes were positive impact for some libraries but the rural/urban designation would be detrimental to many Montana libraries. Staff will continue to monitor the work and submit comments and keep the commission updated.

FY'14 was the worst year ever for collections for the real estate recording per page fee. A percentage of that fee goes into the MLIAC account to fund grants and FTE. There was about a $200,000 reduction in funds for that account. There are several factors that play into this but it is likely that future collections will remain lower than in years past so other forms of funding will need to be found.

A survey on the SLR consulting changes has been distributed. Results and evaluations will be brought to the commission in December or February.

A state agency pay task force is collecting pay equality information. More information on their findings will be shared in the future.

An RFP for an outside professional review of business priorities and workflow went out and two responses were received. An interview with one group will be held for the end of October and will include a discussion of deliverables. The ultimate goal is to have ideas for efficiency and streamlining for management to work with but it isn't definite that any recommendations will be acted on.

During the last Montana Shared Catalog (MSC) meeting, the long range plan was discussed. The draft goals are a good start but more action items that are specific as to what shall be accomplished in the next five years need to be added. There was a very good mission and vision statement discussion. The spring meeting will be held the first Thursday and Friday of May.

The MSL open positions are being reviewed. The cataloging profile is being reviewed and reworked. Amy Marchwick has been hired in a new position and her position will be open soon.

OverDrive was renewed for six years without a RFP or open process because procurement determined that the nature of the subscribed materials allowed for that decision.

FY'15 PROGRAM WORK PLANS:

There were no questions regarding either the Central Services or Talking Book Library work plans.

EXECUTIVE PLANNING PROCESS (EPP) AND LEGISLATIVE STATUS:

Senator Tropilla gave MSL a commendation transparency in which we've managed and demonstrated the benefits from the increased state aid. Kudos were given to Judy Hart, the MLA and many Montana libraries for their input.

There have been no real changes since the last report. MSL will track any bills of interest to their patrons or responsibilities.

MSL did receive instruction regarding the four percent FTE reduction and were allowed flexibility by assigning the reduction to a dummy position.

Planning for the library legislative night has begun although no date has been assigned yet. MLA and OPI legislative priorities will be discussed in the December meeting. A work session to discuss talking points, how to track bills and other priorities will also be held in December.

FY'15 FIRST QUARTER BUDGET:

This report shows HB2 items that were on the startup budget presented last meeting as well as carryover funds for contracts and other funding sources. This is the budget picture after one quarter.

Motion was made by Commissioner Gransbery and seconded by Commissioner Kish to approve the opening FY'15 first quarter budget report and the motion passed.

FEDERATION FY'14 ANNUAL REPORTS:

All of the federation coordinators were available to present the reports for their libraries. There were no changes to the submitted reports or from the original approved plans of service.

Motion was made by Commissioner LaFromboise and seconded by Commissioner Newell to approve the federation FY'14 annual reports as presented and the motion passed.

COURIER CONTRACT AND COST SHARE FORMULA UPDATE:

A RFP went out for a courier contract with responses originally being due September 4. None was received at that time but due to internal issues from one of the possible respondents, procurement extended the deadline to September 22. Funding therefore will

all come from FY'14 LSTA. The scoring committee will meet next week to review the Critelli response. Staff will work on a cost sharing formula to be discussed by the advisory board and then submitted to the NAC and the commission for approval. The goal is to allow growth of the courier program by expanding to Great Falls and some highline towns such as Havre and Shelby.

MONTANA LAND INFORMATION ACT FY'14 GRANT RECIPIENT PRESENTATION:

This agenda item will be moved to a later meeting.

STAFF LONGEVITY PINS:

Jennie Stapp presented a ten year pin to Sara Groves.

COMMISSION GOALS AND OBJECTIVES:

The work plan is updated as Jennie is informed of accomplishments. The calendar that was previously requested has been put together and Jennie will update that throughout the year.

Commissioner Newell attended the South Central Federation meeting and plans to attend the Tamarack Federation meeting, Commissioner Kish will attend the Broad Valleys Federation meeting, Commissioner LaFromboise will attend the Pathfinder Federation meeting, Commissioner Scheetz will attend the Sagebrush Federation meeting and Commissioner Bartow plans to attend the MLIAC meeting in November.

Commissioner LaFromboise has been visiting a couple of libraries as a student.

PUBLIC COMMENT:

There were none received.

OTHER BUSINESS & ANNOUNCEMENTS:

There were none.

ADJOURNMENT:

Motion was made by Commissioner Roberts and seconded by Commissioner LaFromboise to adjourn the meeting and the motion passed. Time of adjournment was 12:12 p.m.

State Librarian's Report
October and November 2014

Prepared for the December 10, 2014 Commission meeting
by Jennie Stapp, State Librarian

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

The State Library continues to be actively engaged on issues related to E-rate and broadband:

- Staff, in partnership with our colleagues at the American Library Association, continue to evaluate the impact of reduced E-rate discounts on Montana libraries. Based on this evaluation we submitted an Ex Parte filing to the Federal Communications Commission (FCC) detailing the impact of some of the changes (see attached).
- I communicated our concerns regarding the issue of the change in the rural designation for E-rate recipients to Senator Tester's office. Senator Tester was aware of this situation and is communicating with the Commission about the impacts to Montana. His staff appreciated receiving detailed information from the State Library to further document the concerns.
- The Schools, Health and Libraries Broadband (SHLB) Coalition contracted for the creation of a report entitled *A Model for Understanding the Cost to Connect Schools and Libraries with Fiber Optics* that documents the cost for broadband deployment to different geographic regions of the country. This report was cited by FCC Chairman Wheeler in recent remarks that he made in early November in which he proposed a $1.5 billion increase in E-rate funding for fiber build-out.
- At their November 20 board meeting, I was elected chair of the SHLB Board for 2015. During 2015 I will be responsible for guiding the Coalition as we seek to reach two significant milestones in operational planning to receive continued funding from the Gates Foundation.
- I attended the October meeting of the Main Street Montana Interconnectivity and Telecommunications Key Industry Network (KIN). This committee, led by private sector telecommunications representatives, continues to evaluate the need for better broadband in the state with an eye to policy and funding recommendations that can be made to the Governor. At the October meeting the KIN heard presentations by the cities of Missoula and Bozeman regarding

their municipal broadband initiatives and from the University of Montana and the State of Montana regarding their broadband networks.

On November 13 I chaired a meeting of the Montana Land Information Advisory Council. Status of available funding through the Montana Land Information Account was foremost on the Council's mind as they moved the recommended adoption of the FY '16 Land Plan. Current account status is detailed below.

At the end of October I had the privilege to visit libraries in Glendive, Wibaux, Circle, Terry, Broadus, Miles City and Ekalaka prior to attending the Sage Brush Federation meetings. As the State Library looks for opportunities to find ways to bring innovation to Montana libraries, this trip reminded me of the importance of continued support for day-to-day library operations. Challenges that these libraries face include managing personnel, cataloging, building maintenance, director/board relations and maintaining a web presence.

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

During the third week of October I attended the annual meeting of the Chief Officers of State Library Agencies (COSLA) in Jackson Hole, WY. The agenda included an update on the recently released [Aspen Institute report on public libraries](#) which I hope the Commission will be able to review in more detail at their April Commission meeting. Other information of importance shared at the meeting included:
- a reminder that the federal budget continuing resolution expires in December and may need to be renewed if the FY 15 budget is not announced;
- updates on a variety of different national continuing education initiatives including COSLA's CE Connector grant; and
- an overview of different statewide strategies for delivering broadband to schools and libraries outlined in [COSLA's Planning Guide for Library Broadband Connectivity](#).

Of note, this was the last COSLA meeting for outgoing director of the Institute for Museum and Library Services. In January Susan Hildreth will complete her term as director. She will be replaced by someone representing the museum community as is the practice of IMLS. Maura Marx, IMLS Deputy Director for Libraries will serve as interim director until a new director is confirmed.

According to statute the State Librarian is a permanent member of the Electronic Government Advisory Council described in 2-17-1105, MCA. Following a recent task force review of the role of this council, the Council, at their November 13 meeting, voted to support legislation that would abolish the committee and transfer the duties of the Council to the Information Technology Board which also advises the State Information Technology Services Division and on which I also have a seat. This Council played an important role a decade ago when the State was first exploring e-government solutions but, now that services are well managed through a state contract with Montana Interactive, regularly advisory council meetings seem unnecessary. I believe this is a positive change that will result in a more efficient use of state resources.

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.

The State Library has contracted with Nedra Chandler and Scott Graber of Triangle Associates to complete an organizational review of the State Library. Nedra was selected through a limited solicitation procurement and came recommended by the Lewis and Clark Public Library. 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.

The process for the review is being largely be determined by Nedra and Scott. To date Nedra has met three times with the senior management team and individually with 16 staff and Commissioner Bartow. Based on these interviews, Nedra and Scott will deliver a planned approach to completing the review and making their recommendations. This plan is due to State Library staff by the end of December. Known next steps include attendance at the December 17 all staff meeting and a planned introduction to the Commission at the February Commission meeting.

The Montana State Library has benefitted from the generous bequest of Robert Moran, longtime librarian at the Red Lodge Carnegie Library who passed away in late 2013. During his years of service, Mr. Moran came to know and appreciate the services of the State Library and stipulated in his will that we receive $5,000 from his estate. This donation has been received and deposited in the State Library Trust.

Below are projections for FY'15 collections for the Montana Land Information Account. Collections remain historically low. As a result, the FY'16 Land Plan budget recommends

a reduction of $200,000 from FY'15. Though the amount projected below is approximately $14,000 less than the proposed budget staff believe this amount will be made up in underspending in both grants and operations.

MLIA Fund Balance - November 6, 2014		
	Assets	Obligations
Account Balance	$946,186.09	
MSL Cash on Hand	$45,012.17	
FY 2014 grant obligations (extended through 12/31/14)		$73,534.37
FY 2015 grant obligations		$249,598.00
766000 FY15 Budget remaining		$184,772.25
766005 FY15 Budget remaining		$222,320.07
766010 FY15 Budget remaining		$2,167.23
766006 - FY15 Heritage Landcover		$50,000.00
766007 - FY15 Heritage Wetlands		$10,000.00
Sub-total of Assets & Obligated funds	$991,198.26	$792,391.92
Estimated FY15 Under Budget		
766000	$0.00	
766005	$0.00	
766010	$0.00	
Total Estimated Underspending	$0.00	
Estimated Account Balance - July 1, 2015 Assets less Obligations & Underspending	$198,806.34	
Estimated Remaining FY 15 Collections	$540,000.00	
Estimated MLIA Funds - June	**$738,806.34**	

November 24, 2014

Marlene H. Dortch
Secretary
Federal Communications Commission
445 12th St, SW
Washington, D.C. 20554

Re: Notice of *Ex Parte* presentation in WC Docket No. 13-184

Dear Ms. Dortch:

The E-Rate Modernization Order includes a number of changes to library discounts on needed services. Many of these will have adverse effects on rural public libraries in Montana. The first change to have significant impact is the phasing out of voice services. 82% of E-Rate funding requests from Montana public libraries are for telecommunications services. Not all of those are voice services but many are and will be affected by the 20% reduction next year. Using 2013 figures, the worst case scenario is that Montana public libraries will lose approximately $17,000 in E-Rate funding from just the voice phase out.

The next change to have a potential negative impact is the simplification of E-Rate discounts to take into account only the National School Lunch Program data from the main library. In rural areas, the main library is generally located at the county seat and is more affluent than the surrounding rural communities. In counties with multiple outlets, we see decreases in discounts for branches of 10-20% as a result of this change.

Use of the urban clusters definition is the final component which can lead to decreased discounts for rural libraries. In the broadest definition of urban cluster, we see thirty communities moved from rural to urban status with a resulting decrease in E-Rate funding of 10%.

It is important to note the cumulative effect of these changes. All of the main libraries and branches will see their voice services cut by 20%. Thirty communities will lose their rural status further reducing their discounts by an additional 10%. Finally, the branches of these newly designated urban cluster libraries, in some cases, also will share the same reduced discount as their main library based on the NSLP data. The most egregious example, Browning, Montana, a

branch library serving a Native American population, may see their discount rate for voice services go from 90% to 40% in the first year as a result of these cumulative reforms.

If you have questions about these comments please feel free to call me at 406.495.0709.

Regards,

Jennie Stapp
Montana State Librarian

Geographic Information Services Report
October and November 2014

Prepared for the December 10, 2014 Commission meeting
by Stu Kirkpatrick, State GIS Coordinator

This report represents the accomplishments of the following staff:
Kirkpatrick, Daumiller, Lund, Papineau, E. Fashoway, M. Fashoway, Holliday, Blount, Blandford, and Daurio

In accordance with the FY15 work plan the Geographic Information Program is focusing primary attention on land and water information. In August the program formed a Land Information Team led by the State GIS Coordinator and a Water Information Team led by the Water Information System Manager.

Goal One – Content - Montana State Library (MSL) acquires and manages relevant quality content that meets the needs of Montana library partners and patrons.

The Land Information Team has completed the first accuracy adjustment of the Public Land Survey System (PLSS) database. Working with the Department of Revenue who provided over 30 survey grade GPS points, and Teton County who provided scanned images of corner records, we adjusted 9 townships which moved over 250 feet in places. The PLSS now lines up with the aerial photography and associated data including the tax parcels, county boundary and school district boundaries will be adjusted to the PLSS. Essentially this means we have moved the CATSPAW project from proof of concept into production. To get a better sense of where our users think accuracy enhancement is needed we replaced the interactive map on the CadNSDI Montana site http://mslapps.mt.gov/Geographic_Information/Applications/cadnsdi/ . Leveraging the expertise of the MSL IT staff we were able to provide an application that allows patrons to submit potential project areas as well as view the status of projects already underway.

The Water Information team has significantly reduced the backlog of edits to the Montana Hydrography Database that had been previously submitted by users. To make it easier for patrons to propose areas where revisions are needed we released the

Montana Hydrography Edit Request Viewer
http://mslapps.mt.gov/Geographic_Information/Applications/Hydrography/Default.aspx.
Very similar to the CadNSDI viewer (MSL IT was able to leverage the same code modules for both applications) it allows patrons to view where the Hydrography Dataset edits are being made and to propose where revisions are needed.

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.

An internal review of options for either replacement or sunset of the current digital atlas provided management with the preferred alternative of a code re-write along with the functional specifications for what a new product should contain. Those specifications have been included in a project charter to revise the digital atlas. Work should start in January.

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

In accordance with the duties of the department under the Montana Land Information Act (MLIA) the program, with advice from the Montana Land Information Advisory Council, produced the annual land information plan and biannual report to the legislature. Of significant concern are the continuing reduced collections in the MLIA account due to fewer documents being recorded at county courthouses. Reduced collections mandate a reduced budget in the land plan, with those reductions felt in both the MSL portion and the annual grant program.

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.

Erin Fashoway accepted a GIS Analyst position with the Department of Transportation in November. Given the holiday season and budget uncertainties we will hold off advertising for this position until mid-January at the earliest.

LIS Report
September 19 through November 21

Prepared for the December 10th, 2014 Commission meeting
by Jim Kammerer

Goal One – Content - MSL acquires and manages relevant quality content that meets the needs of Montana library partners and patrons.

Over the past 8 months interlibrary loans have averaged 38 per month. This month alone there were 68 interlibrary loan and document delivery requests and a spike in online registration for new cards. This increased demand for content available elsewhere is attributed in part to a number of recent Library Information Services webinars that publicized MSL resources and services. The increased number of interlibrary loans is also attributed to Digital Services Technician Jo Genzlinger relaxing some of the rules formerly in place that limited the ways users were allowed to order materials. Jo has also identified and implemented several processing efficiencies which allow more materials to be ordered in a shorter period of time.

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.

Beth Downs, state publications librarian, attended the Montana Shared Catalog fall meeting and met with librarians representing BridgerNet and Four Rivers libraries. After a brief presentation by Beth on the availability and value of adding the State Government Information Center, SGIC (virtual branch library of the MSL) to their partners search group, the library representatives voted and approved to add this free collection of state government information to their library catalogs. At no cost to their library and no extra work for their catalogers, users at these partner libraries will now find digitized state publications that match their search terms.

Goal Three – Training - MSL provides appropriate trainings and training resources so that the best use can be made of the resources offered.

Alana Mueller-Brunckhorst, electronic resources librarian, worked with MSL trainer, Jo Flick, to provide two webinars attended by 17 people about how to search the EBSCOhost Research database and the Discover-It search box. These trainings for state

employees covered searching, creating a personal account, utilization of EBSCO's tools and a tour of A to Z List of E-Resources. Alana also provided four separate online webinars on how to use ReferenceUSA business database attended by 34 people. One user when asked one way that access to this database impacts his job answered, "Extremely necessary for current research that might impact management decisions with wildlife."

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

Alana Mueller-Brunckhorst and Beth Downs recently assumed leadership of a social media roundtable group composed primarily of state agency public information officers that meet regularly to discuss best practices for managing social media, records retention issues, etc. The former leader and founder of the organization resigned and there was no apparent replacement. Alana and Beth's new role facilitates the development of the State Government Information Facebook site and helps develop relationships with our stakeholders.

Goal Five – Collaboration - MSL promotes partnerships and encourages collaboration amongst its partners and patrons so that their information needs can be met.

Beth Downs attended and staffed an information table at the annual MEA-MFT convention in Missoula attended by hundreds of Montana educators and administrators. Beth created and provided promotional material highlighting the availability of digitized state publications as primary source material for student research. Educators who stopped at the table responded positively. After Beth's explanation, some remarked that they better understood how state publications could support their curriculum and meet part of the new common core requirements.

Jim Kammerer and Beth Downs attended the Archive-It Partners meeting and the Best Practices Exchange 2014 meeting in Montgomery, Alabama. Beth's presentation at the Archive-It Partners meeting was entitled "Connecting With Stakeholders Via the Montana State Publications Plan." Jim's presentation was entitled "Creating Capitol Connections between Stakeholders and State Publications"

Goal Six – Sustainable Success - MSL is a well-run organization and a sought-after employer. It is efficient and effective as measured against partner and patron outcomes, and is successfully engaged in its ongoing mission.

Karen Dimmitt recently accepted the position of Client Services Technician. Karen had been working for Library Information Services already for several weeks as temporary staff. She will be working 25 hours a week, 8 a.m. to 1 p.m. Monday through Friday. Karen comes to us with considerable background having worked in a variety of state agencies, most recently at DOA with the Division of Banking. Karen's current position is responsible for providing interlibrary loan and circulation services. The position also works with other LIS staff to provide reference, public access computer, reading room and conference room assistance.

LIS is posting for hire a new position of Library Systems and Metadata Analyst which is a combination of two former positions. This new position will work closely with library IT staff in researching, recommending, implementing, and maintaining library systems and technologies. This person also will also provide organization and bibliographic control to library resources.

Marketing report December 2014

Marketing and Public Relations

September 20, 2014 – November 21, 2014

Prepared for the December 2014 Commission meeting

by Sara Groves, Communications & Marketing Coordinator

Goal One – Content – Montana State Library (MSL) acquires and manages relevant quality content that meets the needs of Montana library partners and patrons.

Training

I attended the Montana Head Start and MT Association for the Education of Young Children Conference held in Billings, MT in October to present two sessions on early literacy and the tools that are available from the State Library for parents and caregivers as well as educators. Both of my sessions were full with approximately 40 people at each session. All attendees were either Head Start teachers or early childhood educators.

I also attended the Montana State Reading Conference in Great Falls in October to present one session with MT Fish, Wildlife & Parks. Our training focused on using science to promote literacy instruction in the classroom and utilized the Ready 2 Read Goes Wild! program, including the trunks and the new videos we produced with MT PBS. We had a capacity crowd at that training as well, with approximately 35 attendees. Attendees ranged from preschool teachers to elementary-age teachers and students from the University of Great Falls who were majoring in education.

Outreach

I met with all of the program managers and some staff at MSL to help determine the agency's marketing needs for the next year in response to the new $10,000 marketing budget. I am currently working on the compilation of requests so that I can identify where this money might best be spent. A number of ideas that will not require funding were also identified and I am working on developing marketing plans for each program that will incorporate a mix of outreach tactics.

Summer Reading

I have begun to develop a survey of libraries to find how they are using the CSLP manuals, what other types of support might be valuable, and how the State Library can

help. I have also begun reaching out to colleagues in other states to see how their State Library provides support for summer reading.

Share Your Story

We have the first drafts of the "Share Your Story" PSAs. I'm working with the videographer to revise them significantly to get the look and feel I want and also to tell more about the project.

Legislative Session

I have been working with a team of coworkers on the 2015 Legislative Snapshot. For those of you not familiar with the Legislative Snapshot, it is a project that is dependent on the expertise of cross program staff. These staff research topics of importance to the Legislature and data that is relevant to inform deliberations, organize and/or format data so that it can be mapped and charted to improve information understanding, and present the data in both print and online forms that help Legislators understand issues at both a statewide and local level and that facilitate further research as necessary.

The 2015 Legislative Snapshot will be organized around specific issue briefs rather than broad topics. Examples of issues may include Women in the Workforce, Federal/State Coordination, Education Funding, Economic Impacts, etc. While the print version will remain static once it is printed, as issues develop during the session, additional briefs may be added to the online version of the snapshot. This is the first year the State Library will offer an interactive online version of the Snapshot.

I am also working with staff and MLA to plan the Library Legislative Night event. We have another great event planned and hope to see everyone there. We will once again offer the very popular READ posters to legislators, as well as a full dinner, wine and local brews, and live music – not to mention MSL programs and librarians from around the state. The event will be held on Thursday, January 15 from 5:30 – 8 p.m.

Montana Natural Heritage Program (MTNHP)
MSL Commission Report
December 2014

Goal One – Content - Montana State Library (MSL) acquires and manages relevant quality content that meets the needs of Montana library partners and patrons.

- The Wetland and Riparian Mapping Center of the MTNHP has updated its status map, which can be found at http://mtnhp.org/nwi/images/wetland_status.jpg. To date, over 2.7 million acres of wetlands and riparian areas have been mapped by the center.

- Karen Newlon, MTNHP Ecologist/Project Manager, and Jamul Hahn, MTNHP Wetland Mapping Coordinator, completed a major update of the MSDI Wetland and Riparian Framework. It will be available for download from the web and accessible via a live map service.

- MTNHP Information staff Completed Species Occurrence (SO) updates for vertebrate species. 120 species were updated for a total of over 11,000 new SO's. Species Occurrences are used every day in providing reports for documented species occurrences as part of project reviews.

- MTNHP Information staff updated conservation easement county summaries, and continued working with GeoInfo staff to collaborate on data management and dissemination of all Land Management GIS data layers

Goal Three – Training - MSL provides appropriate trainings and training resources so that the best use can be made of the resources offered.

- Allan Cox (Lead Program Manager) and Karen Coleman (Biological Data Systems Coordinator) provided a day long training to the GIS and environmental program staff at Malmstrom Air Force Base in Great Falls on November 7th. The workshop included an overview of MTNHP data and services and training on how to find and use information through MTNHP web apps.

Goal Four – Consultation and Leadership - MSL provides consultation and leadership to enable users to set and reach their goals.

- MTNHP will be hosting its annual Partners Meeting December 3rd in Helena. We will report on the results of the meeting in the next Commission report.

- Allan Cox (Lead Program Manager) and Bryce Maxell (Senior Zoologist) attended the meetings of the Montana Forest Council and the Montana Wood Products Association Resource Committee meetings in Missoula on November 13th. They presented information on the program services and on the bat monitoring project

MTNHP is conducting.

- Andrea Pipp (MTNHP Program Botanist) provided verification of a federally-listed plant (*Spiranthes diluvialis*), information to various agencies on several plant species of concern, and review on the Montana Wetland Council's Draft Strategy for Aquatic Invasive Species, and is populating the Plant Field Guide with photographs.

- Andrea Pipp (MTNHP Program Botanist) participated in the Friends of the University of Montana herbarium board meeting and the Northwest Scientific Association board meeting.

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

- MTNHP Senior Ecologist Linda Vance and Aquatic Ecologist Dave Stagliano are working with scientists from state and federal agencies, as well as the private sector, to identify critical hydrologic thresholds for wetlands in the Prairie Pothole Region of northeastern Montana. Determination of these thresholds is a key piece of information for wildlife managers, especially waterfowl managers.

- Andrea Pipp (MTNHP Program Botanist) met with BLM, USFS, and USFWS staff. Items discussed during the meetings included the revised BLM Sensitive plant list, potential BLM plant training project, the revised USFS process for determining Sensitive plants, providing MTNHP with USFS data, and current projects with each of these agencies.

Goal Six – Sustainable Success - MSL is efficient and effective (measured against user outcomes), and is engaged in fulfilling its mission.

- Andrea Pipp of Helena began work as the MTNHP Program Botanist on October 6th. Andrea has a career in biology spanning 28 years. She has an MS in Wildlife Biology from the University of Montana with an emphasis on plant and lichen ecology. She has extensive experience in the private sector and has also worked for the USFS and BLM.

- MTNHP received a National Conservation Innovation Grant from the Natural Resources Conservation Service to facilitate the conservation and management of several bird species of concern (SOC) by linking habitat information provided by Ecological Site Descriptions with the habitat requirements of these species.

- MTNHP received the renewal of its annual service agreement with the Montana Department of Transportation. The agreement includes financial support ($10,000) for the program and provides direct GIS access to the MTNHP Species Occurrence database for the MDT environmental planning staff.

STATEWIDE LIBRARY RESOURCES (SLR/LD)
ACTIVITY REPORT for the December 10, 2014
State Library Commission Meeting

Activity Period: September 17-November 18, 2014

Goal One – Content - *Montana State Library (MSL) acquires and manages relevant quality content that meets the needs of Montana library partners and patrons.*

- The FY 13 LSTA funded Montana Memory Projects (MMP) are closer to completion. One project funding recipient has to yet to be trained on the use of the software (the "CONTENTdm Project Client"), and how to upload files. This one project requested the vendor to create the metadata files for the project. The metadata was lost and is in the process of being recreated by the vendor. This will not incur additional expenses, but it has slowed the progress of the project. Four of the nine projects are still uploading content via the CONTENTdm Project Client as time allows. The remaining four projects are complete and available to view on the MMP. Jennifer Birnel is overseeing these projects as the MMP Director.

    ○ **Big Timber Pioneer Newspaper Collection**, Carnegie Public Library - Published
    ○ **Photographs of Gallatin County Collection and Documents of Gallatin County**, Bozeman Public Library - In Progress
    ○ **Helena, Montana City Council Minutes, 1881-1970**, City of Helena - Published
    ○ **A Memorial to Louis Piche: The Barber of Drummond Collection**, Drummond School and Community Library - In Progress
    ○ **Missoula County High School The Bitterroot Yearbooks Collection** , Missoula County Public Schools - In Progress
    ○ **Northern Montana College (Montana State University - Northern) Yearbooks**, Vande Bogart Library- In Progress
    ○ **Original ABSTRACTS of land deeds in Jefferson County**, North Jefferson County Public Library District - Awaiting metadata
    ○ **John J. Powers Safety Poster Collection**, World Museum of Mining - Published
    ○ **Montana State Law Library**, Justice Under the Big Sky - Published

The four organizations with completed projects have submitted reports stating the impact of the funding. Below is a quote from one of the follow-up reports.

"We hand delivered the four books to the library on April 3, 2014. We received notice that the digitization of the volumes, and their uploading to the Montana Memory Project, was completed on July 14, 2014. A total of 2,450 images were

produced, capturing eight years of the Helena City Council's history. These images are now available to the world thanks to the Montana Memory Project." -Sean Logan, Helena City Fire Chief

- The MMP was invited by the Mountain West Digital Library and the Digital Public Library of America to participate in the Public Library Partnerships Project funded by the Bill and Melinda Gates Foundation. This project provides digital skills training for librarians including digitizing, describing and exhibiting their cultural heritage materials online through DPLA exhibitions. This training was announced in late September and the librarians listed below participated in the event which took place at the State Library on November 7, 2014. Many of the participants were recruited through the outreach efforts of Pam Henley and Jennifer Birnel. Participants now have the opportunity create a small digital collection and publish it on the MMP and they will work collaboratively on creating a Montana exhibit for the DPLA website. The reviews of this training were very favorable and it is expected that 10-12 new collections will eventually be made available through the MMP.

1. Jenni Hammontree - Hobson Community Library
2. Norma Zimmer - Judith Basin County Free Library
3. Molly Aagard - Madison Valley Public Library
4. Adam Kish - Twin Bridges Public Library
5. Krissi Fellon - Drummond School & Community Library
6. Dylan Carey - Ronan Library District
7. Carly Delsigne - North Jefferson County Library
8. Stef Johnson - Butte Silver Bow Public Library
9. Lisa Mecklenberg-Jackson - State Law Library of Montana (Observing)
10. Caroline Campbell - Missoula Public Library
11. Cody Allen - Billings Public Library
12. Lisa Verwys - Museum of the Rockies
13. Jessica Ketola - Meagher County City Library
14. Dale Alger - Roundup School Community Library
15. Roberta Gebhardt - Montana Historical Society (Observing)

- Because of our participation in the Public Library Partnership Project (PLPP) with the Mountain West Digital Library (MWDL) and the Digital Public Library (DPLA) the participants will be trained on how to add a digital exhibit to the DPLA. The exhibit will focus on a specific theme and will highlight items published in the MMP. This will raise the exposure of our collection items on this national website. Follow-up training on creating a DPLA exhibit will be held with the PLPP participants in February.

- FY 2014 LSTA funding to assist with the costs of digitizing approved collections to add to the MMP was announced on October 1, 2014. Funding awards can be

up to $1,500 per project and must be used for costs specific to scanning and digitizing materials. No match is required, but participating institutions are asked to track the time and funds contributed to the project. All Montana libraries are eligible to apply for these funds. Museums, historical societies, and archives in the state may also apply to have collections added to the MMP, working in partnership with a local library.   Applications were accepted until November 30, 2014. Selection of projects receiving funding will be done by the MMP selection committee.

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.*

- The Montana Shared Catalog (MSC) now has 57 Enterprise search interface profiles in either testing or production with several more being added each week. A major breakthrough was accomplished when Mike Price, through much perseverance, figured out to make the EBSCO Discovery Service (EDS) integrated search target within Enterprise connect directly to individual library's EDS profile in EBSCO. This will enable nearly seamless integration with the two products. Mike, Ken Adams and Cara Orban continue to communicate with SirsiDynix, EBSCO and OCLC about enhancements to authentication options utilizing our statewide EZProxy.

- Liaison partnerships have been developed with the purpose of providing more focused training and outreach by library type for searching and customizing the Discover It integrated search tool for their own library. Discover It is the EBSCO Integrated Discovery Service (EDS), which is a product of EBSCO. The Statewide Projects Librarian will continue to focus on proactive promotion to all library types; contract administration and communication with EBSCO and content partners; integration of new content or individual subscriptions on behalf of libraries; in depth assistance to libraries that want to customize Discover It by creating system profiles just for their library users; assistance with authentication setup; preparing and organizing focus groups and surveys; collecting and analyzing usage statistics; and working with the Statewide Trainer to determine training needs and organizing learning opportunities. Liaisons are asked to help disseminate information about Discover It to colleagues where appropriate; assist with basic customization questions; help increase awareness of available information about Discover It and EBSCO statewide resources within the Library Directory and on the Learning Portal; advise on creation and improvement of instructional or promotional materials; and assist with efforts such as formal training, surveys, and focus groups.

- Cara Orban has completed the annual OCLC enrollment effort. Enrollment for OCLC Group Services concluded in early October. 278 libraries have enrolled (23 academics; 116 publics and branches; 120 schools; and 19 specials). The final

gap to be paid for unlimited cataloging is $37,297. This is the first year of a three year contract in which libraries have been asked to commit for the full three years when they enroll. Libraries can now plan for FY16 and FY17 budgets as their costs for Group Services will increase by 2% each year for the remaining two years of the contract.

- Cara Orban met with OCLC staff and attended two hour-long trainings to prepare a strategy for statewide implementation of the new WorldCat Discovery Services, a new end user interface with discovery capabilities which will replace the OCLC FirstSearch software platform.   FirstSearch will be discontinued in December 2015.

- The newspaper collections are proving to be very large and are consuming the majority of the overall storage capacity of the MMP. Due to the large amount of storage required for newspapers, no new collections of newspapers have been accepted this past year.   The Big Timber, Fallon County, and Teton County collections have been allowed to continue adding to their projects. In addition to the storage requirements of newspapers, another issue has been how our newspaper collections overwhelm any search results. Almost any search term can be found due to the Optical Character Recognition (OCR) process when creating metadata for a digitized newspaper, but the match may not be relevant to the person conducting the search. The Montana Historical Society and the Montana State Library have been reviewing the available options for newspaper collections. The Montana Historical Society has offered to take over the management of newspapers and will continue to pursue new options for storage and access for these large files. A regional group is creating an alternative access and storage option based on the National Newspaper Digitization Project. This option is in progress, but once established the newspaper collections would be moved out of the current, centrally hosted site at OCLC to the new environment freeing up over 700 GB of storage. More communities will be allowed to start adding newspaper collections once this new management system is in place. The MMP will continue to host a page for the newspaper collections and the title tile will link to the collection in the new Digital Asset Management System (DAMS).

- Suzanne Reymer reported that there didn't seem to be a lot of good news for Montana public libraries coming out of the E-Rate training held in Portland, Oregon in October. There are proposed changes from rural to urban status which will mean a decrease of 10% for libraries in those communities being reclassified as urban clusters. What this will actually look like is yet to be determined. Another change is that the discount rate for a library system will now be based on the poverty rate of the school district in which the main library is located. Since many of our branches are in poorer rural areas than the main library in the county seat, this will also mean a decrease in funds from 10-30%. The final difficult decision is the phase down of funding for voice services in favor of

broadband. Currently 82% of Montana library funding requests are for telcomm services, many of those are voice (Plain Old Telephone Service (POTS), long distance, Voice Over IP (VoIP), cellular). Libraries will see an immediate drop of 20% in funding for voice services beginning in 2015 with an additional decrease of 20% in subsequent years.

- The national emphasis on broadband and the requested increase in the overall fund could be positive for Montana libraries. The national goals of 100 Mbps for populations under 50,000 and 1 Gbps for over would mean significant increases for most of our libraries along with significantly higher costs. There is a possibility that E-Rate could be used to help offset the costs of fiber build out, improved wifi hardware and ongoing costs. However, it's going to take a concerted effort and some changes in attitude on filtering.

Goal Three – Training - *MSL provides libraries, agencies, its partners and Montanans with appropriate trainings and training resources so that they can make the best use of the resources offered.*

- Fall Workshops – September 28-29, Helena: Jo Flick reports that 160 registered to attend the 21 training events at Fall Workshops 2014. The feedback received on the event affirms that this free event provides important training and networking opportunities to public library staff. For example, the Tea Time poster sessions, which focused on essential services provided by the MSL, were revealed to have provided new information to 85% of the attendees, and a useful review for the remaining 15%. MSL staff, with help from Colet Bartow (OPI) and Beth Boyson (MLA) plan Fall Workshops to address critical needs of library staff that are not being addressed at other events in Montana, training essential to the success of Library Development pilots and projects, and provide learning that is suitable to a seminar style environment.

- Lauren McMullen presented training on community engagement at MSL Fall Workshops and the Montana Library Association ASLD/PLD Fall Retreat. This training helps librarians identify hidden community assets and use them to develop productive relationships for library and community benefit.

- Lauren McMullen presented training at MSL Fall Workshops on weeding the library collection. The session included a training presentation followed by a hands-on weed in the nonfiction section at Lewis & Clark Public Library. This experience reinforced the understanding that deselection -like selection- procedures are based on local considerations and may vary widely among libraries. Several attendees reported that the workshop gave them courage and confidence to begin weeding their own library collections.

- Lauren McMullen presented training on how to assess and report usage of electronic resources to Pathfinder Federation librarians and trustees. Attendees learned how to create and/or read basic usage reports for statewide databases, Discover It, e-content and websites. The group also considered ways of creating customized, easy-to-use access points for patrons in order for them to utilize these resources often and effectively.

- Ken Adams and Amy Marchwick presented training at MSL Fall Workshops on availability and use of the new MSC tools: Enterprise search interface and the MobileCirc app. The training included introduction of these tools and how they can be used by library staff and patrons. Many of the attendees expressed their desire to have the tools implemented for their libraries. Another workshop consisted of attendees working on little-used library circulation and cataloging procedures in the MSC systems that would simplify their day-to-day operations. The workshop used the concept of a "scavenger hunt" within the system to accomplish the assigned tasks.

- Jennifer Birnel and Jo Flick presented a session at Fall Workshops on "Programs Ready-Made." Librarians left the session with several programs they could go home and share with their patrons as soon as a date and time could be set.

- At the Fall Workshops session on Performance Evaluation, the attendees asked for follow-up from MSL to assist libraries in evaluating staff performance and in conducting an evaluation of library services. Library directors Lee Miller and Jodi Moore volunteered to follow-up with Jo Flick to design templates and to present a follow-up session at MLA in April.

- Cara Orban organized Fall Workshop sessions to provide orientation and training on two LSTA funded pilots, the Montana Makers kits and Share Your Story. Objectives for the Makers session were to reinforce the concept of STEAM (Science, Technology, Engineering, Arts, Math) education and to encourage library staff to implement STEAM learning in library programming, and to allow participants to gain hands-on experience with maker kit materials. Two kits were passed on to new libraries at the Fall Workshop. Attendees from those libraries indicated that the in-person session was helpful in becoming more familiar with the contents of the kit and their possible uses in library programming. For Share Your Story, the objectives were to introduce participants to the Share Your Story pilot and the resources available from Montana State Library to support of oral history community outreach projects; to practice using a kit by making a very short video or audio recording so they would be able to assist project leaders and participants; and to learn about best practices for facilitating a genuine and interesting conversation with interviewees.

- The Montana Makers kits have been hosted at 9 libraries since June 2014:

  o Belgrade Community Library
  o Bitterroot Public Library, Darby Community Library
  o Drummond School Community Library
  o Havre Hill County Library
  o Glacier County Library
  o Butte Silver Bow Public Library
  o ImagineIF Libraries
  o Glendive Public Library

  The purpose of this pilot is to increase opportunities for STEM/STEAM (Science, Technology, Engineering, Art, Mathematics) programs and informal learning, primarily for young adults ages 10-17, by providing library staff and community members access to tools and materials not readily available in most Montana communities, and by highlighting quality resources to assist library staff in creating and sustaining their own STEAM programs. Evaluations indicate that the use of the kits' contents vary by location. The BrickLab and project books have been well received and easily incorporated into programs everywhere; Items such as the robotics kit, sewing machine, circuits, and MaKey MaKey controller were well used at half of the sites returning evaluations so far, whereas half of the sites reported not understanding how to use the tools or else not having time to plan programs or open sessions to make the tools available. Evaluations requested additional training and orientation, particularly on programming tools such as the Arduino and Raspberry Pi. In response, an online session with Sparkfun was facilitated in October 2014 to provide an introduction to the Arduino for hosting libraries. Two drop-in online sessions with the Statewide Projects Librarian were scheduled in September and October to allow hosting library staff the opportunity to ask questions and view live demonstrations. The Statewide Projects Librarian will prepare additional training opportunities for the next cohort, which is to receive their maker kits in February.

- Amy Marchwick conducted online trainings for new library directors in White Sulphur Springs and in Miles Community College. MSC staff is developing a standardized MSC training guide that LD staff can share with new directors and staff. Connecting early on with new MSC library directors is essential to supporting MSC libraries through times of transition.

- The ASLD/PLD conference held at Chico Hot Springs in October featured several MSL staff presenters: Jo Flick outlined best practices for conducting a focus group and Pam Henley introduced the new GoToMeeting pilot and a process called "Strategic Planning in an Hour." Lauren McMullen facilitated a panel

presentation on regional/national professional associations, as part of her specialty area of community outreach.

- MSL staff presented at MEA-MFT in Missoula and hosted a booth display. This annual teacher's conference is an important audience for statewide and MSL databases, HomeworkMT, the Montana Memory Project, the Montana Shared Catalog and to showcase online state publications. LIS and SLR-LD staff shared booth responsibilities at the event.

- Jennifer Birnel presented two sessions to teachers at the MEA-MFT conference in Missoula on to the use the Montana Memory Project. The focus of these sessions was particularly geared to the teachers present and how they might use the MMP content in their classrooms. In the discussion following the presentation the teachers created a list of ways they could see using the MMP content in their lesson plans. This list has been added to the Educational Resources page of the MMP website.

- Jennifer Birnel presented a session on how to use the Montana Memory Project in conjunction with the Missoula Big Read. This session focused on how to use the MMP and how to search for specific content – in this case, materials related to the Vietnam War, the major topic of this year's Big Read book. The participants were a lively bunch and asked lots of great questions about the Montana Memory Project.

- Associate Professor, Adrea Lawrence, invited Jennifer Birnel to present to her University of Montana students in the Teacher Education program. These students are a semester from their student teaching experience and are studying to be History and Social studies teachers. This presentation focused on how these future teachers could use the site in their lesson planning and to engage students.

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

- An interactive public library district planning template is nearing completion. This will be a useful tool for stakeholders in local communities that are considering the transition to a library district. Librarians and trustees already have access to MSL online publications that describe planning and procedures for making this change: the "Library District Handbook and the Library Districts Guide to the First Year". The new Public Library District Transition Action Plan incorporates information from both publications and outlines the steps to be taken, in what order, by whom and when. This document, which is currently under review by MACo, will help make the transition smoother for everyone involved in the process. The next step is to share the draft with the MSL Public

Library District Task Force for their input. Lauren McMullen has led the effort with input from Suzanne Reymer and Pam Henley.

- In advance of the 2015 Affordable Care Act open enrollment period, Lauren McMullen has ensured that ACA resources on the MSL Learning Portal have been updated and announcements were made to the wired list serve about new information and program dates. During the open enrollment period last year, many libraries offered informational programs and/or hosted certified assisters to help Montana citizens sign up for health insurance. This impact of these activities is that local libraries are reacting to the needs of their local communities and building community partnerships.

- Individual GoToMeeting licenses have been purchased for each public library, using FY 14 LSTA funding for statewide online training and meeting software for library staff. In addition, a GoToTraining and a GoToWebinar license have been purchased for libraries to share as needed for more formal trainings and online presentations. The three Statewide Library Consultants are now in the process of assigning a license to each public library director and initial orientation trainings are underway. Public library directors will be able to manage their library's license as needed. The goals of this pilot are:

  o Public library directors and staff become comfortable utilizing their individual GoToMeeting licenses to network with colleagues around the state, optimize meeting opportunities related to overall library administration, and to advance the public service goals of their library within their individual communities.

  o Public library directors and staff utilize the shared GoToTraining and GoToWebinar licenses available from the State Library to share expertise and collaborate on ideas for library development and resource sharing with their colleagues around the state, and to provide direct training and assistance to their end users.

  o The State Library gains an understanding of the ways in which libraries can use online meeting applications to gain efficiencies, expand services and reach new audiences.

  o There is a notable expansion of training expertise that gradually develops from within the library community, as Montana librarians begin to utilize these tools to collaborate and assist each other.

  o Library Federations see benefits, such as an increase in trustee attendance at federation meetings and meetings of multiple federations for purposes of training and collaboration.

  o Librarians gain a better understanding of the use of online meeting tools as an option for specifically publicly noticed meetings.

- Jennifer Birnel has been asked to serve as a member of the Mountain West Digital Library's Advisory Committee. This committee has been tasked with helping the MWDL create and implement a sustainable funding the model. The MWDL is currently funded through grants and most of the funding expires in early 2015. In order to remain offering the same level of services, the MWDL will need to find a way to make-up the short fall. This committee has met twice and will meet a third time on December 5 to discuss possible funding scenarios. The suggested scenarios all involve implementing a cost share formula for partners. The decisions made by this committee will impact the MMP's ability to maintain its relationship with the MWDL.

Goal Five-Collaboration - *MSL promotes partnerships and encourages collaboration among its partners and patrons so that their information needs can be met.*

- The MontanaLibrary2Go Executive Committee election was held online on October 29. The membership voted to elect or re-elect the following candidates:

  - Annie Alger, Missoula Public Library (Large Public Libraries)
  - Stef Johnson, Butte Silver Bow Public Library (At Large)
  - Susie McIntyre, Great Falls Public Library (Chair, At Large)
  - Debbi Kramer, Three Forks Community Library (Small Public Libraries)

  KellyAnne Terry of Lewistown Public Library (Medium Public Libraries) also remains on the Executive Committee through October 2015. The MontanaLibrary2Go Executive Committee is responsible for developing and reviewing collection development policy and procedures, developing the annual budget and cost-share formula for approval by the membership, and making other recommendations to the membership as appropriate.

- Cara Orban continues to move the Courier contract process along. With approval from the courier scoring committee that reviewed the Request for Proposal response, MSL worked with the State Procurement Bureau to proceed to contract with Critelli Couriers for Montana libraries. The cost to participating libraries that sign an agreement with Critelli will be $23 per stop, with a subsidy applied from FY14 LSTA for courier development. Additional stops may be added using that line in FY14 LSTA in order to increase volume to all member libraries and to expand the coverage area. One expected outcome from expanding the service area would be an increased volume of materials circulating to libraries, including MSC partner libraries, lowering the overall cost per item shipped via courier. The new contract is expected to commence January 1. This would align with the renewal date for the existing contract, and so would allow a fairly seamless transition for the member libraries.

- Jo Flick is representing Montana's continuing education interests on the COSLA CE Function grant during FY 2015. So far, the CE Function has conducted a needs analysis and produced a state-by-state profile of CE activities. The remaining deliverables for this project are to provide an online resource directory for states to share professional development materials and to create a shared calendar of professional development events.

- Jennifer Birnel was invited to participate in Digital Summit which was held on Monday November 17, 2014 at the MSU campus. Other attendees included representatives from MSU, UM, Montana Tech, and the Montana Historical Society. The topics covered included digital preservation, collaboration, access, data, and institutional repositories. The discussion made it evident to all present that having regular meetings to discuss our current projects and to develop further collaborative efforts was desired. The participants agreed to form the following working groups:

  o An Access working group to engage in a month-long cross-institutional social media campaign. The goal is to use our existing social media platforms to drive visitors to each other's sites. This would likely involve choosing a theme to use for the duration of the campaign. This campaign includes sharing web analytics, Social Media Optimization (SMO) implementation and baseline traffic to collections, before and after the social media campaign.

  o A Data Services/Institutional Repository working group to share and implement plans for gathering materials from faculty and students to include in the institutional repository. This group will also look at ways to celebrate published materials with their communities.

  Jennifer is participating in the Access group. These groups will report their efforts at a monthly virtual meeting to be held the first Friday of every month.

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.*

- Jemma Hazen was hired for the new MSC technical services position and began work on Oct 6th. With the departure of Melody Condon on Sept 19th, Amy Marchwick was hired from within the State Library to replace her as the technical systems support person, as of Oct 18th. We are currently in the screening phase of applicants for Amy's replacement as the MSC trainer.

- Ken Adams attended the Customers of SirsiDynix Users Group conference for consortia users (COSUGI-Consortia SIG) in Lehi, UT Sept 18-19. As chair of this group, Ken organized and conducted the conference attended by 38 other

consortia directors and administrators along with 8 representatives from the MSC's software vendor, SirsiDynix, including the company CEO. The conference presented an excellent opportunity to network with peers and gain first-hand information on the design, development, testing and implementation of SirsiDynix products used by consortia.

Maps and Detail Reports of Statewide Library Resources activity for this report time period can be viewed at http://msl.mt.gov/For_Librarians/Activity_Tracking/
SLR activity is organized by six general categories:

Continuing Education
Federations
Library Development
Statewide Databases and Online Resources
Statewide Downloadable E-Content
Statewide Resource Sharing

Montana Talking Book Library (MTBL)
September 17, 2014 – November 18, 2014

Activity Report Prepared for the December 10, 2014, Commission meeting by Christie Briggs, Regional Librarian.

This report represents accomplishments of MTBL staff: Briggs, Crepeau, deMontigny, Harris, Landry, Meier, and over 100 volunteers.

Goal One – Content – *Montana State Library (MSL)/MTBL acquires and manages relevant <u>quality content</u> that meets the needs of Montana library partners and patrons.*

Recording Program:
Upgrading to the new Hindy Recording Program: *Update*
-The volunteer recording teams have concluded their current recordings utilizing the outdated recording program (LCM) software and (XP) hardware. MTBL is in the process of installing a completely updated, and NLS recommended, recording program including new computers, recording software, and recording accessories in the recording studio.
-An inventory of MTBL's digital books and projects was conducted to address current and long-term digital storage needs.
The benefit to Montana patrons will be a higher quality recording product MTBL's recording studio, staff and volunteers. As well, inventory and documentation of the various stages of conversion on all Montana cassette and digital (new and old) recordings is of benefit to staff and ultimately patrons.

New MT Digital Titles Completed and Circulating:
MTBL recorded the book *Who Lost: The Biography of a Blind Man with Great Vision* by Montana author Dale Sheldon (MDB 2029). This was also recorded by the volunteer Vanisko recording team. *The benefit to patrons met a high demand of requests to record this book and offered patrons an enjoyable and meaningful reading experience on the unique accomplishments of this author's story.*

Special Projects Completed:
The 2014 Voter Information Pamphlet for the Montana Secretary of State's Office was completed. MTBL volunteers Bob and Marie Vanisko recorded the text, and Secretary of State Linda McCulloch recorded her introductory letter. This was a "rush" project.
The benefit to patrons was to have completed it well before the deadline, giving Montana voters ample time to read it prior to the November election.

Montana Retrospective Conversion (Cassettes to Digital) Project: *Update*
Continuation of the Digital Conversion Project (which was funded from July 1, 2013-June 27, 2014, completing 231 MCB (cassette) titles (or 25%) converted to audio digital books (MDB's) is at a standstill at this time. This was not included in the approved final Governor's budget. Alternative avenues for funding are being researched.

<u>Circulation Management:</u>
-Listing was completed for an additional 6,000 audio cassette book (RC) copies for shipping to the new NLS recycling contractor. We continue to strive to meet our December, 2015, goal of decreasing cassettes and increasing digital materials and online access for patrons.
-New Patrons: There were 88 new patrons added between 9-17-2014 and 11-18-2014.
-Materials Circulated Statistics: Overall circulation of materials to patrons during this time period, including 79 locally distributed magazines and books in all formats and sources (except November BARD stats which are not available) totaled 40,718 items, and other requested materials. *Benefits to patrons include ease of access and utilization of digital and electronic audio and braille materials as cassette books diminish and digital and electronic books and magazines increase in addition to improvements to BARD downloading capabilities.*

Goal Two – Access - *MSL/MTBL provides libraries, agencies, and its partners and patrons with convenient, high quality, and cost-effective access to library content and services.*

<u>Interlibrary loans:</u>
During this time period there were 249 interlibrary loans processed for patrons. *Benefit to patrons is direct access to materials outside of our internal collection.*

<u>Machine Circulation:</u>
Machines circulated to new patrons and replacements for existing patrons totaled 31 cassette machines and 142 digital machines during this reporting time period. *Benefit to patrons is access to quality operating machines by which to listen to their reading materials.*

Goal Three – Training- *MSL provides libraries, agencies, its partners and Montanans with appropriate trainings and training resources so that they can make the best use of the resources offered.*

-An iOS APP downloading demonstration for BARD was presented to public librarians and staff at the MSL Fall Workshop Poster Session in Helena on Sept.12th.
-Volunteer recruitment and MTBL service information was presented to students at the Carroll College Student Connection through the Hunthausen Center on Sept. 27th.
-Two U.S. Currency Readers were demonstrated at the Oct. 27th Montana Association for the Blind consumer group in Helena, as well as at the DPHHS/EDT Division/Blind and Low Vision department's consumer support group on Nov. 3rd in Great Falls. Registered MTBL patrons requesting a device will be submitted to NLS for one free currency reader from the Bureau of Engraving and Printing. *The impact to communities includes better communications and awareness of MTBL services and opportunities for volunteerism.*

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

Website accessibility-
Input was requested on the accessibility tool bar from patron input and the use of screen readers for the MSL website, and was shared at the MSL web oversight committee. Further testing is in progress to follow-up on this input. Additional patron suggested changes were recommended directly to MTBL staff regarding certain web content and links. These addressed reducing duplication of content, easier access to links, necessary clean-up of leftover content in moving from WordPress to the DNN format. *The impact on MTBL patrons is the continued honing of accessibility that will directly benefit patrons, potential patrons, and their support networks in quickly finding needed information on the MTBL website, as well as quick access to the overall wealth of information available on the MSL website through a multitude of services provided.*

Social Media -
Since the October Commission meeting, MTBL has posted 11 Facebook posts that included an announcement of our newsletter, information from the National Federation of the Blind, pictures from the Volunteer Appreciation Luncheon, and various profiles of books available for order. These posts reached over 681 social media users. *The impact to communities includes better communications and awareness of MTBL services and better access to information as a program of MSL.*

Goal Five – Collaboration - *MSL/MTBL promotes partnerships and encourages collaboration among its partners and patrons so that their information needs can be met.*

NLS (National Library Service) Open Forum Monthly Conference with NTBL's:
Highlights from the October monthly teleconference with NLS staff and staff of all NTBL's (network Talking Book Libraries) focused on:
-A new contract is in place, and mailing cards were shipped to NTBL's, to return already listed cassette books to the new NLS contractor for recycling.
-A new NLS online readership and circulation reporting tool was installed for NTBL's. Glitches are still being worked out by NLS with the NTBL's input.
-Over 20,000 NLS cassette titles have yet to be converted to digital. All are posted directly to BARD. Any duplication of physical copies from BARD continues to be the responsibility of the NTBL's.
-An NLS survey regarding digital cartridges will go out soon to NTBL's to assess NTBL's cartridge needs.
-BARD (NLS online braille and audio recording download service): Patrons using iOS devices are still experiencing problems with Apple's recent upgrades. NLS installed BARD fixes for patrons and are collaborating with Apple to assist them in fixing the malfunctioning search features in the Apple upgrade. Patrons have been informed and are patiently awaiting resolution of the issues.

-An issue with partially downloaded materials by patrons using BARD is being evaluated by NLS.
The impact from the monthly conference call on MTBL staff, and nationwide NTBL's, is essential to enhance communications and resolve issues that directly impact patrons.

-Representing MSL, and as an MTBL host agency for VA employment training, Erin Harris and Christie Briggs received Helena Industries' 2014 Service Recognition Award. *Impact on staff and volunteers is to improve our skills in developing better procedures, training others, and offering a positive environment in which to prepare individuals for re-entering the workforce.*

Goal Six – Sustainable Success - *MSL/MTBL 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.*

New Readers' Advisor Hired
Bobbi deMontigny was hired in MTBL on October 6, shortly before the October Commission meeting and was introduced to those Commissioners in attendance. Bobbi previously worked for four years as an information assistant at the Lewis and Clark Library. She has a BSLS with a focus on communications from Montana State University, and will complete her MLIS in June, 2015, at the University of Washington. We are delighted to have her join us. Bobbi has already proven to be a great asset to the MTBL team.

Follow-up on the 2014 Volunteer Appreciation Luncheon "Expressions of Gratitude":
The event held on October 9th in Helena was a huge success! Chrysti the Wordsmith, guest speaker, was well received. Volunteer awards were presented to the following:
Longevity Awards: Mary Biskupiak, 20 years, and Frank Flynn, 20 years
Telecom Pioneers and Machine Repair Volunteers: Frank Flynn, Chuck Flynn, Tom Tompkins, Gloria Purcell, and Jim Brown
Youth Volunteers: Ariah, Dominic, and Jordan Danzer; Derek and Olivia Martinez; Alexis, CJ, and Ricky Meier; and Kirsten Marble
Special Appreciation Award: The Special Appreciation Award winner, Ralph Leonard, was unable to attend the luncheon due to illness, so we planned a successful "surprise" party for him upon his return to "work". The surprise party was extra special because Ralph's family was able to attend and help celebrate as he was presented with the award.
Recording Team of the Year: This award was presented to Colleen Mockler (narrator), Jane Weidler (monitor), and Giles Walker (reviewer). Giles has volunteered 2,054 hours for MTBL, and has reviewed most of Colleen and Jane's books. Colleen and Jane have been volunteering in the MTBL recording studio for 24 ½ years, having recorded 70 books for our patron's reading pleasure. Jane is retiring from volunteering at the end of the year and will be greatly missed.
Nancy Hanford, 2013-14 President, and Adina Fox, President's special project Chairperson, of the GFWC-MT (General Federation of Women's Clubs of Montana) made

a surprise presentation of $17,000.00 (in both cash and in-kind donations) to the Montana Talking Book Library's Recording Program. Nancy's presentation was especially heartfelt, due to her family's experiences with macular degeneration which inspired her and over 700 GFWC-MT women to make this contribution to MTBL a reality. State Library Director Jennie Stapp graciously invited Nancy and Adina to present again at the December Commission meeting.

Memo

To: Montana State Library Commission

From: Jennie Stapp, State Librarian

Date: November 17, 2014

Re: **Coal Severance Tax Shared Account review**

The following information is provided at the request of the State Library Commission and will be reviewed in detail by Nick Brown, Fiscal Analyst, Legislative Fiscal Division.

Montana Code Annotated:

15-35-108. Disposal of severance taxes. Severance taxes collected under this chapter must, in accordance with the provisions of 17-2-124, be allocated as follows:

    (1) Fifty percent of total coal severance tax collections is allocated to the trust fund created by Article IX, section 5, of the Montana constitution. The trust fund money must be deposited in the fund established under 17-6-203(6) and invested by the board of investments as provided by law.

    (3) *The amount of 5.46% must be credited to an account in the state special revenue fund to be allocated by the legislature for provision of basic library services for the residents of all counties through library federations and for payment of the costs of participating in regional and national networking*, conservation districts, and the Montana Growth Through Agriculture Act. Expenditures of the allocation may be made only from this account. Money may not be transferred from this account to another account other than the general fund. Any unreserved fund balance at the end of each fiscal year must be deposited in the general fund.
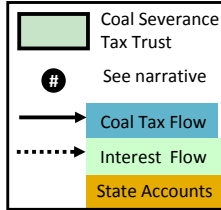
Emphasis added.

Note: changes to this code set to take effect on July 1, 2019 will not impact funds received by the State Library.
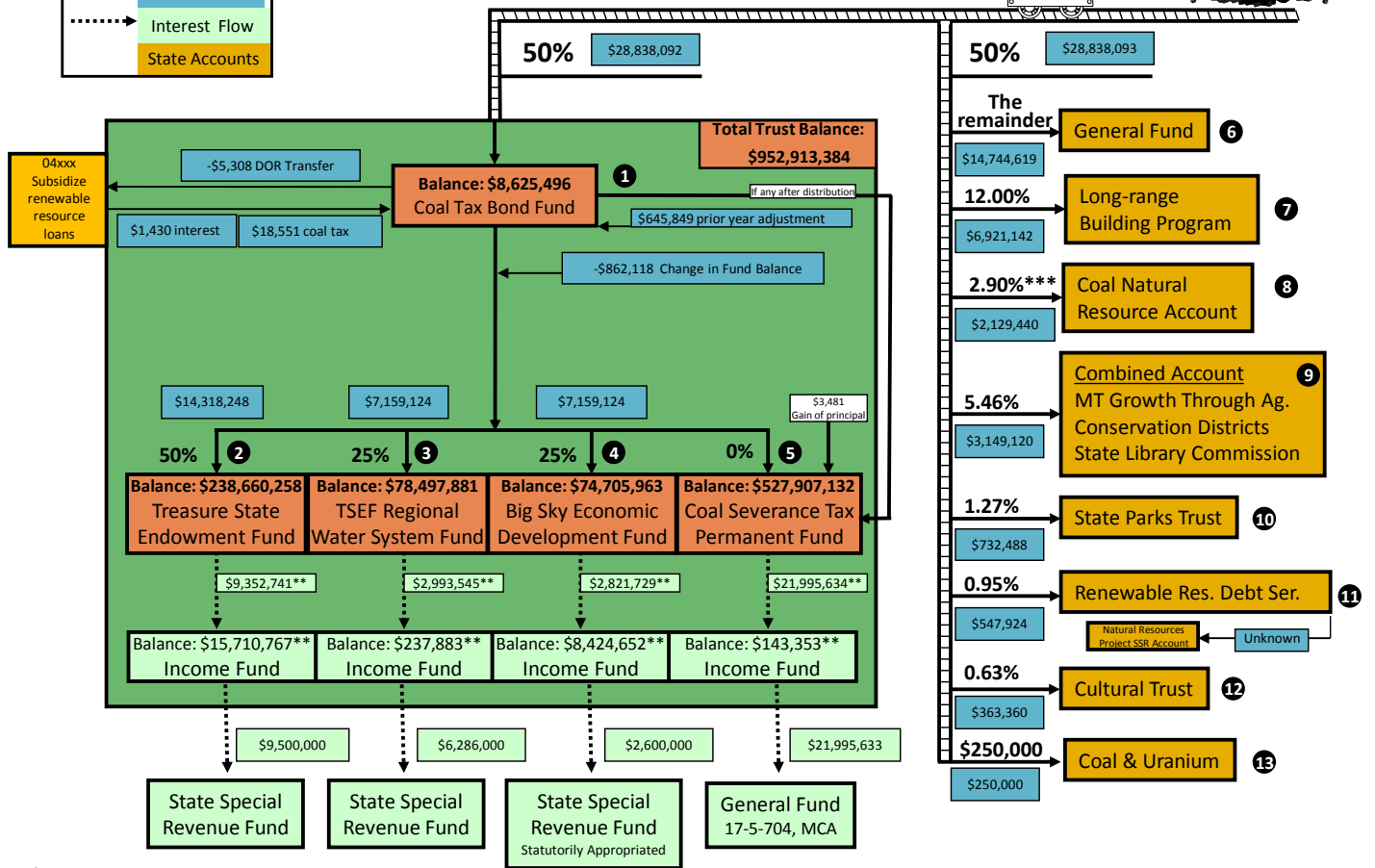
Montana's Coal Severance Tax Distribution Detail
Updated September 2014

Effective September FY 2013 through FY 2016
Dollars are FY 2014 Actual Amounts*

Legend:
- Coal Severance Tax Trust
- **#** See narrative
- → Coal Tax Flow
- ┅► Interest Flow
- State Accounts

Total Coal Tax Collections $57,676,185

50% $28,838,092   **50%** $28,838,093

Total Trust Balance: $952,913,384

The remainder — **General Fund** **6** — $14,744,619

04xxx Subsidize renewable resource loans

-$5,308 DOR Transfer

Balance: $8,625,496 Coal Tax Bond Fund **1**

$1,430 interest $18,551 coal tax

$645,849 prior year adjustment

If any after distribution

-$862,118 Change in Fund Balance

12.00% **Long-range Building Program** **7** — $6,921,142

2.90%* **Coal Natural Resource Account** **8** — $2,129,440

$14,318,248 $7,159,124 $7,159,124 $3,481 Gain of principal

50% **2**	**25%** **3**	**25%** **4**	**0%** **5**
Balance: $238,660,258 Treasure State Endowment Fund	Balance: $78,497,881 TSEF Regional Water System Fund	Balance: $74,705,963 Big Sky Economic Development Fund	Balance: $527,907,132 Coal Severance Tax Permanent Fund
$9,352,741**	$2,993,545**	$2,821,729**	$21,995,634**
Balance: $15,710,767** Income Fund	Balance: $237,883** Income Fund	Balance: $8,424,652** Income Fund	Balance: $143,353** Income Fund
$9,500,000	$6,286,000	$2,600,000	$21,995,633
State Special Revenue Fund	State Special Revenue Fund	State Special Revenue Fund Statutorily Appropriated	General Fund 17-5-704, MCA

5.46% **Combined Account** **9** MT Growth Through Ag. Conservation Districts State Library Commission — $3,149,120

1.27% **State Parks Trust** **10** — $732,488

0.95% **Renewable Res. Debt Ser.** **11** — $547,924

Natural Resources Project SSR Account ← Unknown

0.63% **Cultural Trust** **12** — $363,360

$250,000 **Coal & Uranium** **13** — $250,000

* Current year
** Excludes unrealized investment gains and losses
*** Reduced from 5.8% after September 30, 2013

Coal Severance Tax Trust Fund

As directed by [Article IX, Section 5](#) of the Montana Constitution, the coal severance tax trust fund receives 50% of total coal severance tax collections. The money flows through five sub-trust funds within the trust. In order, these five are:

❶   Coal Tax Bond Fund ([Title 17, Chapter 5, Part 7](#)) – The legislature authorizes the sale of coal severance tax bonds to finance renewable resource projects ([Title 85, Chapter 1, Part 6](#)) and local government infrastructure projects ([Title 90, Chapter 6, Part 7](#)). A maximum of $250 million in bonds is authorized as loans for renewable resource projects ([17-5-719, MCA](#)) to provide:
- a healthy economy;
- alleviation of social and economic impacts created by coal development; and
- a clean and healthful environment

The total amount of outstanding principal of renewable resource bonds at any time cannot exceed $30 million ([85-1-624, MCA](#)).   An amount equal to the following year's principal and interest payments is maintained in the fund. Money in the fund is pledged to pay the debt service on the bonds if interest and principal payments by the loan recipients are insufficient to fully pay the debt service. Bonds are authorized, projects approved, loan rates established, and bond proceeds are appropriated by the legislature to the Department of Natural Resources in House Bill 8.

❷   Treasure State Endowment Fund – In June 1992, the voters approved a legislative referendum establishing the treasure state endowment program. Initially funded with $10 million from the permanent fund, the fund received 75% (37.5% of the total) of the remaining coal severance tax revenue after deposits (if any) to the coal tax bond fund and the school bond contingency loan fund (HB 44 in the 2007 session eliminated this fund) through the 2003 biennium. From then forward, the fund receives 50% (25% of the total). Projects are approved and interest earnings from the fund are appropriated to the Department of Commerce by the legislature in House Bill 11 as grants for local government infrastructure projects. The deposit of coal severance tax revenue to this fund terminates the end of FY 2016.

❸   Treasure State Endowment Regional Water System Fund – The 1999 Legislature established the treasure state endowment program to fund regional water system projects. The fund receives 25% (12.5% of the total) of the remaining coal severance tax revenue after deposits (if any) in the coal tax bond fund and the school bond contingency loan fund (HB 44 in the 2007 session eliminated this fund). Projects are restricted to drinking water systems that provide water for domestic, industrial, and stockwater use for communities and rural residences that lie in specific northcentral and northeastern geographic areas. Projects are approved and interest earnings from the fund are appropriated to the Department of Commerce by the legislature in House Bill 11 as grants for local government infrastructure projects. The deposit of coal severance tax revenue to this fund terminates the end of FY 2016.

❹   Big Sky Economic Development Fund – The 2005 Legislature established the big sky economic development program (House Bill 249) to fund qualified economic development projects. The fund receives 25% (12.5% of the total) of the remaining coal severance tax revenue after deposits (if any) in the coal tax bond fund and the school bond contingency loan fund (HB 44 in the 2007 session eliminated this fund).   The deposit of coal severance tax revenue to this fund terminates the end of FY 2025. Grants and loans are available to local governments for economic development projects and to certified regional development corporations for the purposes of:
- creating good-paying jobs for Montana residents;
- promoting long-term, stable economic growth;
- encouraging local economic development organizations; and
- retaining or expanding existing businesses

Grants and loans are approved by and interest earnings from the fund are statutorily appropriated to the Department of Commerce. Money not spent for administration must be used: 1) 75% to local and tribal governments for job creation efforts; and 2) 25% to certified regional development corporations and economic development organizations.

❺   Permanent Fund – Prior to the establishment of the previous four funds, all the coal severance tax revenue distributed to the trust fund was deposited to the permanent fund. From FY 2000 through FY 2003, the permanent fund did not receive any deposits of coal severance tax revenue. From FY 2004 through FY 2005, the fund received 25% of the remaining coal severance tax revenue after deposits (if any) in the coal tax bond fund and the school bond contingency loan fund (HB 44 in the 2007 session eliminated this fund). Beginning FY 2006, no coal severance tax

revenue has been deposited to the fund. Interest earnings from the fund, audit revenue, and interest and penalties are deposited to the general fund (17-5-704, MCA). In FY 2014, these earnings were $22.0 million. From FY 2000 through FY 2014, the permanent fund has lost $4,425,137 due to loan write offs.

General fund is appropriated in the general appropriation act (House Bill 2), in statute (statutory appropriations), or in other pieces of legislation (cat and dog bills). Interest income from the permanent fund deposited into the general fund is statutorily appropriated to 1) $65,000 to the cooperative development center; 2) $625,000 for the growth through agriculture program provided for in Title 90, chapter 9; 3) $1.275 million to the research and commercialization state special revenue account created in 90-3-1002; 4) to the Department of Commerce for specific projects. The Department of Commerce projects include 1) $125,000 for a small business development center; 2) $50,000 for a small business innovative research program; 3) $425,000 for certified regional development corporations; 4) $200,000 for the Montana manufacturing extension center at Montana state university-Bozeman; and 5) $300,000 for export trade enhancement. After those payments, up to $21 million is appropriated to the public employees' retirement system defined benefit plan trust fund.

Coal Severance Tax Related Funds

The other 50% of the coal severance tax revenue is distributed to the following eight funds outside of the coal severance tax trust fund (15-35-108, MCA).

❻   General Fund (the remainder after all other allocations) – As the name suggests, the money in this account is used for any purpose the legislature wants to appropriate funding. The largest four expenditures (FY 2014) of general fund by function were: 1) public schools – 33%; 2) human services – 20%; 3) Department of Administration (includes pension transfers) – 11%; and 4) higher education – 10%.

The largest four types of general fund expenditures by account are: 1) local assistance – 42%; 2) personal services – 15%; 3) benefits & claims – 14%; and 4) operating – 10%. General fund is appropriated in the general appropriation act (House Bill 2), in statute (statutory appropriations), or in other pieces of legislation (cat and dog bills).

❼   Long-range Building Program Account (12.00%) – Coal severance tax revenue in this account can be used for long-range building projects or for general obligation bond debt service. The legislature appropriates the money in House Bill 5 to finance building projects at universities, vocational education institutions, state buildings and state institutions. Debt service payments are statutorily appropriated and are currently servicing debt for capitol restoration, the UofM pharmacy/psychology and chemistry buildings, MSU central heating plant and underground utilities, Montana state prison expansion, and regional correctional facilities.

❽   Coal Natural Resource Account (2.90%) – Created by the 2005 Legislature (and amended by the 2009 Legislature in SB 23), the account receives a portion of the coal severance tax revenue. Money in the account is appropriated to the coal board in House Bill 2 for local impact grants and administrative costs. Due to Senate Bill 100 enacted by the 2009 Legislature, the coal tax allocation was doubled to 5.80% beginning FY 2010. After September 2013, the allocation decreased to 2.9%.

❾   Combined Account (5.46%) – The distribution of coal severance taxes to this account is appropriated to certain state agencies by the legislature in House Bill 2 and, beginning FY 2006, can be spent for the following three purposes:
   a. Montana growth through agriculture – Money is granted or loaned by the Agriculture Development Council to businesses for agricultural development projects that stimulate agriculture
   b. Conservation districts – The money is distributed to the conservation districts on the basis of need
   c.   State Library Commission – The money is distributed by the commission to public library federations

❿   State Parks Trust (1.27%) – The distribution to this trust is for the purpose of parks acquisition or management. Interest earnings from the trust is appropriated to the Department of Fish, Wildlife, and Parks by the legislature in House Bill 2 and House Bill 5 for the acquisition, development, operation, and maintenance of state parks, recreational areas, public camping grounds, historic sites, and monuments.

⓫   Renewable Resource Debt Service Fund (0.95%) – Money in this fund is used to service debt on coal severance

tax bonds used to finance renewable resource projects. This is in addition to any coal tax paid from the Coal Tax Bond Fund (number 1 above). Bonds are authorized, projects approved, loan rates established, and bond proceeds are appropriated by the legislature to the Department of Natural Resources in House Bill 8.

⓬   Cultural Trust (0.63%) - The distribution to this trust is for the purpose of protecting works of art in the capitol and for other cultural and aesthetic projects. Interest earnings from the trust are appropriated to the Montana Arts Council by the legislature in House Bill 9 for these purposes.

⓭   Coal and Uranium Mine Permitting and Reclamation Program ($250,000) – Enacted by House Bill 688 by the 2007 Legislature, coal severance tax revenue is deposited to the state special revenue account and appropriated in House Bill 2 to the Department of Environmental Quality to administer and enforce coal and uranium mine reclamation (Title 82, Chapter 4, Part 2).

LFD
Montana Legislative Fiscal Division

Contact: Nick Brown, Fiscal Analyst I
Rm: 110N, State Capitol Building
P.O. Box 201711
Helena, MT 59620-1711
Phone: (406) 444-4461

www.leg.mt.gov/css/fiscal

Memo

To: Montana State Library Commission

From: Jennie Stapp, State Librarian

Date: November 24, 2014

Re: **Legislative update**

Included with this memo is Governor Bullock's FY 16/17 State Library budget as released on November 17, 2014.

As the Commission is aware, the State Library is not supporting any legislation this year however, we will be monitoring numerous bills in addition to House Bill 2, the state budget bill. As of the date of this memo, the LAWS system includes more than 1100 proposed bill drafts. Bills of interest currently include:
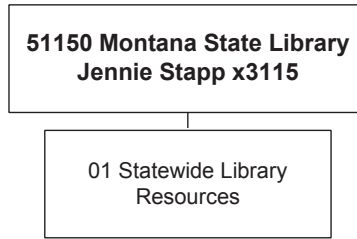
- House Bill 10, a funding bill for major state IT expenditures;
- House Bill 13, the state pay plan bill;
    - The currently negotiated plan would include (1) $.50/hour salary increase each year of the biennium, both increases effective the first pay period in October and (2) increase the state share toward the group benefits plan 10% the first year of the biennium and 8% the second year of the biennium.
- LC 349, a bill that would require the state to remove the name "half-breed" or "breed" from any place name.
    - As the State Geographic Names Coordinator, if this bill passes it would create a modest amount of additional work for Gerry Daumiller to submit newly proposed names to the federal board of Geographic Names.
- LC 448, Generally revise public records laws
- LC 449, Develop a digital archives plan

Please note that the Attorney General's request for funding to remodel the lower level of the State Library was not included in the Long Range Building bill.

For more information or to track bills of interest visit:
http://laws.leg.mt.gov/legprd/LAW0217W$BAIV.return_all_bills?P_SESS=20151.

Montana State Library - 51150

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│  51150 Montana State Library    │
│      Jennie Stapp x3115         │
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│    01 Statewide Library         │
│         Resources               │
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Mission Statement - The Montana State Library is committed to strengthening libraries and information services for all Montanans through leadership, advocacy, and service.

Statutory Authority - Title 22, Chapter 1, MCA; Title 90, Chapter 15, MCA; and Title 90, Chapter 1, Part 4, MCA.

Montana State Library - 51150

Statewide Library Resources - 01

Program Description - The program provides: 1) information services to state government employees and officials; 2) assistance to all public libraries; 3) reading material for all blind and physically handicapped Montana residents; 4) direction to the six library federations, and 5) a centralized repository for land and natural resources information. This program also administers the state documents depository system, administers a granting process to implement a land plan, and coordinates the development of information resources and library information systems throughout the state. The program also manages the budgetary, personnel, and administrative functions of the State Library.

Program Proposed Budget Budget Item	Base Budget Fiscal 2014	Budget Adjustments Fiscal 2016	Total Exec. Budget Fiscal 2016	Budget Adjustments Fiscal 2017	Total Exec. Budget Fiscal 2017	Executive Budget Request 2017 Biennium
FTE	30.75	(0.29)	30.46	(0.29)	30.46	
Personal Services	2,637,335	(430,266)	2,207,069	(424,873)	2,212,462	4,419,531
Operating Expenses	2,410,555	8,674	2,419,229	(19,675)	2,390,880	4,810,109
Equipment & Intangible Assets	11,405	60	11,465	91	11,496	22,961
Grants	549,805	1,312,375	1,862,180	257,331	807,136	2,669,316
Total Costs	**$5,609,100**	**$890,843**	**$6,499,943**	**($187,126)**	**$5,421,974**	**$11,921,917**
General Fund	2,882,260	190,474	3,072,734	174,674	3,056,934	6,129,668
State/Other Special	1,738,260	10,224	1,748,484	3,055	1,741,315	3,489,799
Federal Spec. Rev. Funds	988,580	690,145	1,678,725	(364,855)	623,725	2,302,450
Total Funds	**$5,609,100**	**$890,843**	**$6,499,943**	**($187,126)**	**$5,421,974**	**$11,921,917**

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2016		Budget Adjustments Fiscal 2017	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	188,086	(437,227)	193,493	(431,820)
SWPL - 2 - Fixed Costs	88,949	88,949	67,538	67,538
SWPL - 3 - Inflation Deflation	(1,247)	(1,216)	(1,029)	(926)
Total Statewide Present Law Adjustments	*$275,788*	*($349,494)*	*$260,002*	*($365,208)*
Present Law Adjustments				
PL - 100006 - General Present Law Adjustments	7,930	7,930	7,930	7,930
PL - 100007 - LSTA Grants	0	1,056,720	0	1,676
PL - 100008 - Montana Land Information Grants	0	358,485	0	358,485
PL - 100444 - Statewide 4% FTE Reduction-Program 01	(79,079)	(79,079)	(78,877)	(78,877)
Total Present Law Adjustments	*($71,149)*	*$1,344,056*	*($70,947)*	*$289,214*
New Proposals				
NP - 100002 - Water Information System Manager	88,665	88,665	88,449	88,449
NP - 100010 - Statutory-HB 203 Library State Aid	(102,830)	(102,830)	(102,830)	(102,830)
NP - 100011 - Coal Severance Tax Shared Reduction	0	(89,554)	0	(96,751)
Total New Proposals	*($14,165)*	*($103,719)*	*($14,381)*	*($111,132)*
Total Budget Adjustments	**$190,474**	**$890,843**	**$174,674**	**($187,126)**

---------------------------Statewide Present Law Adjustments----------------------------

	General Fund Total	**Total Funds**
FY 2016	$188,086	($437,227)
FY 2017	$193,493	($431,820)

SWPL - 1 - Personal Services -
The budget includes funding changes in FY 2016 and FY 2017 to annualize various personal services costs including HB 13 pay plan adjustments and increases to state share costs for health insurance passed by the 2013 Legislature, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and restoring vacancy savings reductions assessed in the 2015 biennium.

Montana State Library - 51150

Statewide Library Resources - 01

	General Fund Total	Total Funds
FY 2016	$88,949	$88,949
FY 2017	$67,538	$67,538

SWPL - 2 - Fixed Costs -
This request includes FY 2016 and FY 2017 funding required in the budget to pay increases in fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs are liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates for these services are approved in a separate portion of the budget.

	General Fund Total	Total Funds
FY 2016	($1,247)	($1,216)
FY 2017	($1,029)	($926)

SWPL - 3 - Inflation Deflation -
This change package includes funding changes in FY 2016 and FY 2017 to reflect the budgetary changes generated from the application of inflation and deflation to certain specific expenditure accounts. Affected accounts include food, library books, electricity, gasoline, and others.

--------------------------------Present Law Adjustments--------------------------------

	General Fund Total	Total Funds
FY 2016	$7,930	$7,930
FY 2017	$7,930	$7,930

PL - 100006 - General Present Law Adjustments -
MSL requests $7,930 each year of the 2017 biennium for increased costs of board member per diem and legal fees through the Department of Justice.

	General Fund Total	Total Funds
FY 2016	$0	$1,056,720
FY 2017	$0	$1,676

PL - 100007 - LSTA Grants -
This proposal brings the appropriation of federal Library Services and Technology Act (LSTA) funds to $1.3 million in the first year of the 2017 biennium and $245,000 in the second year. LSTA funding is received each year for a two-year award cycle and projects are approved by the Library Commission based on a five year plan.

	General Fund Total	Total Funds
FY 2016	$0	$358,485
FY 2017	$0	$358,485

PL - 100008 - Montana Land Information Grants -
The Montana Land Information Act (MLIA) program requests $358,485 additional state special revenue authority each year of the 2017 biennium. MLIA funds are generated through the collection of county recordation fees used to fund operations and a granting process to implement the annual Montana Land Plan which is recommended by the Montana Land Information Advisory Council and approved by the Library Commission. Increased authority is needed to continue to efficiently spend collected funds to implement the plan.

Montana State Library - 51150

Statewide Library Resources - 01

	General Fund Total	Total Funds
FY 2016	($79,079)	($79,079)
FY 2017	($78,877)	($78,877)

PL - 100444 - Statewide 4% FTE Reduction-Program 01 -
The 2015 biennium budget included a 4% vacancy savings reduction. Language included in the boilerplate of HB 2 passed by the 2013 Legislature, indicated legislative intent that the 4% vacancy savings be made permanent as an FTE reduction for the 2017 biennium. Change package 100444 includes a reduction of 1.29 FTE each year and $157,956 for the biennium to accomplish the FTE reduction.

---------------------------------------New Proposals---------------------------------------

	General Fund Total	Total Funds
FY 2016	$88,665	$88,665
FY 2017	$88,449	$88,449

NP - 100002 - Water Information System Manager -
MSL requests $177,114 general fund in the 2017 biennium for 1.00 FTE coordinator for the Montana Natural Resource Information System (NRIS) to operate the Montana Water Information System (WIS). The 2013 Legislature provided OTO funding for this position in the 2015 biennium as a pilot project. The coordinator met or exceeded the measurable goals set for the position. The position and the system support the 2015 Montana Water Supply Initiative, State Water Planning process conducted by DNRC, and other state initiatives. This proposal also supports Montana data transparency efforts as the water information system manager will work closely with data portal management to insure water information can be linked with other statistical data to provide an in depth look at the status of Montana's landscape.

	General Fund Total	Total Funds
FY 2016	($102,830)	($102,830)
FY 2017	($102,830)	($102,830)

NP - 100010 - Statutory-HB 203 Library State Aid -
HB 203, passed by the 2013 Legislature, established a new statutory appropriation for state aid - per capita - per square mile for public libraries which totals $395,766 per year. In FY 2014, HB 2 funded $102,830 of the calculated amount and the difference was OTO funding. This change reduces the budget by $102,830 each year. A statutory appropriation now provides $395,766 each year for the appropriation and terminates July 1, 2017.

	General Fund Total	Total Funds
FY 2016	$0	($89,554)
FY 2017	$0	($96,751)

NP - 100011 - Coal Severance Tax Shared Reduction -
The budget includes a reduction of $89,554 in FY 2016 and $96,751 in FY 2017 due to declining revenue projections for the Coal Severance Tax Shared fund.

State Library New Proposals (annual costs)
November 17, 2014

		FTE	Operations Costs	Total Annual Cost	Percentage Increase of total budget
1 – New Proposal	**Water Information System Manager - Status: Approved**	1	$5,000	$88,655	1%
Governor's Priority Alignment: **Efficiency in Government**	MCA 90-15-305 directs the Montana Natural Resource Information System (NRIS) to operate the Montana Water Information System (WIS) which "shall make available and readily accessible, in a usable format, to state agencies and other interested persons, information on the state's water resources, out-of-state water resources that affect the state, existing and potential uses, and the existing and potential demand." With support from several state agencies and the Governor's Office in the 2013 session, the State Library received OTO funding to fund this position as a pilot. Over the course of the last 9 months, the WIS coordinator has met or exceeded the measurable goals set for this position to demonstrate the future value of the position. Both the position and the system support the 2015 Montana Water Supply Initiative and State Water Planning process being conducted by DNRC as well as other state agency initiatives. The proposal also supports Montana data transparency efforts through http://data.mt.gov as the water information system manager will work closely with data portal management to insure that water information can be linked with other statistical data to provide an in depth look at the status of Montana's landscape.				

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.

LSTA FY 14

Updated: 11/19/14

Grant Award	**1,059,170**		
Administration			
4% Admin	42,367		
Total		42,367	**42,367**
Talking Book Library			
FTE- Allocated as a percentage	174,263		
Operations	25,099		
	0		
Total		199,362	**199,362**
Montana Shared Catalog			
51500010 - Shared Catalog Administrator	68,767		
Phone - (26/100)	1,000		
Travel	0		
		69,767	
51530553 - MSC Information Specialist	82,902		
51530557 - MSC Tech Assist (.38 FTE)	23,345		
Phone Charges	1,260		
		107,507	
Total			**177,274**
Statewide Collaborative Access			
51530553 - Statewide Consulting Librarian	76,812		
51530552 - Statewide Consulting Librarian	65,733		
51530554 - Statewide Consulting Librarian	58,265		
51530553 - Operations	6,450		
51530552 - Operations	6,450		
51530554 - Operations	6,450		
		220,160	
** Project Management Tool	1,000	1,000	
Total			**221,160**
Statewide Collaborative Content			
51500004 Mt Memory Project Director	63,255		
Phone/ITSD Fees	1,200		
**Travel	4,500		
		68,955	
Total			**68,955**

Statewide Collaborative Programming

51530556 - Communications/Marketing Coodinator .25 FTE	22,381	22,381

Total   **22,381**

Statewide Collaborative Training

51530558 - Training & Development Specialist	58,471
51530558 - Operations	5,000
**Software-Developing Online Tutorials	2,888

                                                                66,359

Total   **66,359**

Total   **797,858**

Funding from IMLS/LSTA   **1,059,170**

Balance to Allocate   **261,312**

Left for additional projects   **261,312**

Red: HB2	**380,451**	
Blue - Modified FTE	**416,407**	796,858
Green - Projects		

	Costs	Project totals	LSTA Balance
			$ 261,312
OCLC FY15 Group Services:			
OCLC WorldCat Resource Sharing	$ 9,875		
Contribution Toward OCLC First Search Seats and Unlimited Cataloging	$ 20,000		
FY15 OCLC Group Services Potential Gap	$ 37,297		
MSL Portion of CONTENTdm (Software and Storage)	$ 8,443		
MSL Portion of Digital Archive	$ 2,587		
OCLC Hosted EZproxy	$ 2,763		
Total OCLC Group Services (covered by LSTA)		$ 80,965	$ 180,347
MSC New Libraries	$1,900	$1,900	$ 178,447
Discover It! Renewal: 1/2 Paid by MSC	$ 16,250	$ 16,250	$ 162,197
Montana Memory Project:			
MMP Digital Collection Development	$ 12,000		
Total Montana Memory Project	$ 12,000	$ 12,000	$ 150,197
Literacy Projects:			
Early Literacy Statewide Initiative	$ 2,500		
Early Literacy Support Position	$ 10,000		
Summer Reading Program Manuals (110 @ $10 apiece)	$ 1,100		
Summer Reading Program PSAs	$ 225		
Summer Reading Program Contract	$ 2,150		
Total Literacy Projects	$ 15,975	$ 15,975	$ 134,222
Statewide Training:			
3 Trustee Training Events	$ 4,500		
Leadership Institute 2015	$ 15,000		
Total Statewide Training	$ 19,500	$ 19,500	$ 114,722
MontanaLibrary2Go:			
E-Content Platform Hosting Fee (Currently OverDrive)	$ 12,000		
New Library Participation Fees (4 New Libraries @ $1500 Each)	$ 6,000		
Econtent Pilot ACS Annual Maintenance for State FY16	$ 1,500		
Total MontanaLibrary2Go	$ 19,500	$ 19,500	$ 95,222
Additional Projects			
Statewide Online Technology Training	$ -		
Courier Development	$ 15,000		
Statewide License for Interactive Online Training Software for Library Staff	$ -		
4 ARSL Scholarships for September 3-6, 2014 Conference in Tacoma, WA	$ 3,784		
NAC Future Planning and Development	$ 4,000		
Statewide Online Meeting and Training Software for Public Libraries: One Headset per Library	$ 2,050		
Hardware Request for Tablet Lab (Projectors and Speakers)	$ 700		
Total Additional Projects	$ 25,534	$ 25,534	$ 69,688
Proposals for Remaining FY14 LSTA: December 2014			
Montana Memory Project Technical Support and Training: Contracted Position (December 15, 2014 - September 30, 2015)	$31,740		
MSL Marketing Coordinator: Additional Hours for FY14 LSTA Project Promotion (January 1 - September 30, 2015)	$14,532		
Request for Additional Funding for 2015 Leadership Institute	$8,000		
Printed Promotional Materials for Share Your Story	$300		
Montana Makers Additional Supplies and Promotional Materials	$2,225		
2 American Library Association Conference Scholarships for June 25-30, 2015 in San Francisco	$4,000		
2 Computers in Libraries Conference Scholarships for March 23-25 in Washington, DC	$4,000		
Promotional Materials for Montana Memory Project	$1,061		
Total Proposals for Remaining FY14 LSTA	$65,858	$65,858	$ 3,830

Memo

To: Jennie Stapp, State Librarian   **To:**   Montana State Library Commission

From: Sarah McHugh, Director   **From:** Jennie Stapp, State Librarian
        Statewide Library Resources

Date: November 20, 2014

Re: Recommendation from the Network Advisory Council meeting of November 6, 2014

The Network Advisory Council at its November 6, 2014 meeting approved the following recommendation to be forwarded to the State Library Commission:

Note that the total available funding for the statewide projects budget has been amended to reflect requested funding changes within the overall FY14 LSTA budget. If approved as recommended, those requests reduce the statewide projects budget from $266,200 to $261,312.

The budget reflects these recommended changes to previously approved FY14 LSTA projects:

- FY15 OCLC Group Services Potential Gap: Each October, OCLC determines if there is any gap between that fiscal year's total cost for our negotiated Group Services contract and the total amount received by OCLC from library enrollment fees, LSTA and State Resource Sharing funds. LSTA funds are set aside to cover a potential gap. The final gap amount for FY15 was $37,297, as reflected in the updated budget. This amount is $1396 less than was approved by the Commission at your June 4 meeting.

- MSC New Libraries: The amount needed to cover the migration costs for the two new libraries joining the MSC under FY14 LSTA has been updated. The MSC Director annually estimates an LSTA amount based on the cost estimates shared with libraries interested in joining the MSC. The amount originally approved for this project was $25,000, based on cost estimate requests from a large school

district and other libraries whose migration and set up costs would have been significant. The two libraries that did join the MSC under FY14 LSTA are small libraries that are not migrating data, thus reducing the amount of FY14 LSTA required to just $1900.

- Statewide Online Technology Training: This project was to provide statewide access to online technology training that would give Montana library patrons the opportunity to build and become certified in specific technology skills, from basic computing skills to coding and server maintenance, and would build upon goals and objectives established in Montana by the three year BTOP (Broadband Technologies Opportunities Program) grant.   The amount originally approved to fund this project was $20,000. This project is on hold due to higher than anticipated costs for this kind of purchase and to give MSL staff more time to investigate alternatives.

- Courier Development: The FY14 LSTA requested amount of $10,000 that has previously been approved by the Commission will help offset costs to participating libraries, strengthen regional hubs, provide opportunities for additional libraries to join the contract at reduced costs and expand the courier service area. There was also $5,000 in FY13 LSTA to put towards these goals. The schedule for putting in place a new courier contract that will be managed by MSL has been updated to begin in January and for this reason, $5,000 in FY14 LSTA has been added to this project, in place of FY13 LSTA.

- Statewide License for Interactive Online Meeting and Training Software for Library Staff: This project gives public library directors, staff and trustees access to online meeting and training software that enables them to actively collaborate and share expertise with one another and their communities. The amount originally approved to fund this project was $20,000. The total cost of the final software purchase came out of FY13 LSTA. Headsets are central to a satisfactory audio experience during online meetings and trainings. The new amount of $2050 indicated for this project in the updated FY14 budget will contribute to a successful rollout of this effort.

- Hardware Request for the Tablet Lab (Projectors and Speakers): This project has resulted in the purchase of 10 iPad tablets and 10 Google Nexus tablets that now comprise 2 tablet labs, managed by MSL for training purposes. These labs are already being used to guide exploration and training for library staff on workplace apps and concepts like roving reference and embedded librarianship. The amount originally approved to fund this project was $10,000. The total cost of the final tablet purchases came out of FY13 LSTA. Projectors and speakers are still needed to augment these training labs. The new amount of $700 indicated in the updated FY14 budget will cover these additional costs.

The following proposals are recommended by the Council for remaining FY14 LSTA:

Montana Memory Project Technical Support and Training: Contracted Position

The purpose of this 30 hours/week contracted position is to provide, through September 30, 2015, a central technical support contact for the Montana Memory Project (MMP) and to provide assistance to the Montana State Library, the Montana Historical Society Research Center and cultural institutions statewide who participate in the MMP. The individual doing the work will report directly to the Montana Memory Project Director at the Montana State Library. Please note that the need for this position goes beyond the period of funding currently requested. Sustainability of this position will need to be discussed in more detail at a later date.

MSL Marketing Coordinator: Additional Hours for FY14 LSTA Project Promotion

To meet the need for promoting LSTA-funded projects and programs, this request would fund up to 10 additional hours per week between January 1 and September 30, 2015, for the Montana State Library part-time marketing position. These additional funded hours would be dedicated to promoting SLR projects, including developing marketing plans, working with vendors on outreach materials, writing, researching prices for printing and media spots. These additional hours would bring this position to 35 hours per week, 20 hours for marketing and 15 hours for early literacy program management. Please note that the need for this position goes beyond the period of funding currently requested. Sustainability of this position will need to be discussed in more detail at a later date.

Request for Additional Funding for 2015 Leadership Institute

Current plans for the 2015 Leadership Institute are centered on 25 librarians attending a four night, three day training at Rising Wolf Ranch. Participants will receive Blackfeet cultural training, participate in multiple follow-up webinars to support participants' extended exploration of leadership, attend a facilitated face-to-face follow-up formative assessment in Fall 2015 and a small stipend (approximately $200) to cover partial travel expenses to present to the Commission at MLA Spring 2016.

Additional funding in the amount of $8000 for the Leadership Institute would support travel and facilitation by Cheryl Gould and permit the inclusion of a cultural studies element into the institute for the purpose of preparing Montana's library leaders to promote innovation and community engagement. Cheryl was a founding member of the InfoPeople team in California that has led much of the growth in online learning opportunities for libraries. She has facilitated leadership training in other states and comes highly recommended by the State Library in Arizona where she recently facilitated a successful retreat. Her management and leadership training activities are centered on creating a culture of innovation. In contrast to facilitators that have led

leadership institutes in the recent past, Cheryl's style and content are markedly different. http://www.fullyengagedlibraries.com/workshops

Printed Promotional Materials for Share Your Story

$1061 would fund high quality printed promotional materials bearing the Share Your Story logo and relevant information about the pilot. Promotional materials would increase recognition and visibility of this pilot and enable a stronger promotional effort in hosting communities.

Montana Makers Additional Supplies and Promotional Materials

$2225 would fund an electronic textiles (also known as soft circuits) project for each of the six Montana Makers kits to safely introduce the basics of circuitry through the traditional craft of sewing. Makers will have the opportunity to be creative with technology through relatively inexpensive materials such as conductive thread and LEDs that library staff will find familiar and accessible.

Project suggestions for informal learning activities will be provided in the kits and on the Statewide Library Resources LSTA Pilots page. Libraries and makers will be expected to supply their own fabric for sewing projects. The materials included in this request are intended to accommodate multiple makers simultaneously from each kit.

Makers who complete an e-textiles project are expected to report a greater understanding of how circuits work, including conductivity, electrical polarity, what causes short circuits, how to create parallel circuits, voltage, current, resistance, and the role of switches in controlling the flow of electricity. Makers who are new to sewing are expected to report greater confidence in learning new hands-on skills after participating in an e-textiles project.

Demographics information reported from planned activities is expected to demonstrate that e-textiles projects appeal to and engage a different user group and age group than the Snap Circuits and Squishy Circuits sets already available in the Montana Makers kits. Conductive Play-Doh and AA batteries would supplement equipment already included in the kits and enable hosting libraries to more readily make use of those tools. Promotional materials would increase recognition and visibility of this pilot and enable a stronger promotional effort in hosting communities.

Conference Scholarships for Public Library Staff (2015 American Library Association Annual Conference and Computers in Libraries Conference)

$8000 in scholarship funding would provide registration and travel funds for four conference scholarships for public or tribal library staff members: two to attend the American Library Association conference in San Francisco, California, and two to attend

the Computers in Libraries Conference in Washington, DC. Scholarship recipients would be selected through a competitive application process in which applicants must identify specific expected outcomes as a result of attending the conference. Preference would be given to first-time attendees or to those who have not received a scholarship from the Montana State Library within the past two years.

Providing these scholarships would allow Montana library staff to engage in professional development opportunities that would otherwise be inaccessible to many. The American Library Association conference provides a large array of opportunities to meet librarians from across the country, evaluate new products and services, and learn about both innovative ideas and best practices from all areas of librarianship. The Computers in Libraries conference is North America's largest conference focusing on technology in libraries. The theme of the 2015 CIL conference is "Technology & Libraries for Community Success."

Conference attendees are expected to share their experiences with their colleagues statewide through a presentation or portfolio to be shared online through a live webinar or through content shared on the Learning Portal.

Promotional Materials for Montana Memory Project

Materials would include brochures for contributing institutions, outlining how to contribute collections; brochures for patrons, with explanation of how to use the MMP website; and informational posters. The estimated cost for these materials is $1061.

The Council will address the final FY14 LSTA remaining balance for statewide projects at their March 2015 meeting.

Memo

To: Montana State Library Commission

From: Jennie Stapp, State Librarian,
          Stu Kirkpatrick, MSL Geographic Information

Date: November 25, 2015

Re: **Recommendation for approval of the Montana Land Information Act
            FY 2014-2015 Legislative Report**

As required by the Montana Land Information Act, 90-1-404 (I), Montana Code Annotated, the State Library submits for approval the Montana Land Information Act FY 2014-2015 Legislative Report. This report represents the opportunities and challenges before the GIS Community over the past biennium and calls attention to the current concern regarding the lack of sustainable funding necessary to support the current level of work in the future.

Upon approval this report will be submitted to the Legislative Services Division.

The Montana Land Information Act
FY 2014-2015

The 2005 Montana Legislature passed the Montana Land Information Act (MLIA). The Act reads, in part:

"The purpose of this part is to develop a standardized, sustainable method to collect, maintain, and disseminate information in digital formats about the natural and artificial land characteristics of Montana. Land information changes continuously and is needed by businesses, citizens, governmental entities, and others in digital formats to be most effective and productive. This part will ensure that digital land information is collected consistently, maintained accurately in accordance with standards, and made available in common ways for all potential uses and users, both private and public. This part prioritizes consistent collection, accurate maintenance, and common availability of land information to provide needed, standardized, and uniform land information in digital formats."

A REPORT TO THE 64th MONTANA LEGISLATIVE SESSION AS PROVIDED FOR BY MCA 90-1-404(L) AND MCA 5 -11-210

Compiled by the Montana State Library

December 1, 2014

Table of Contents

Executive Summary

As amended during the 2013 Legislative Session, the Montana Land Information Act (MLIA) (90-1-404 MCA) grants authority to the Montana State Library (Library) to coordinate the development of geographic information system standards for creating land information. As envisioned by the 63rd Montana Legislature, the amendment (HB38) has brought an orderly transition of the authority and associated duties of the department to the Library. The Montana Land Information Account (Account), created under 90-1-409 MCA, provides the Library, along with our data partners and grant recipients, critical financial resources needed to create, integrate, maintain and distribute the core locational data required to meet the state's business needs.

In today's connected world, the map -- and the data behind the map -- is a common language that allows diverse interests to communicate. The demand for the data and applications created by efficient use of MLIA funds is now almost insatiable. Yet significant challenges loom on the horizon. Post recessionary economic forces have reduced MLIA collections at a time when demand for use of the funds is increasing. Inflationary triggers were not built in to the funding mechanism of the Account causing not only stagnation but also declining funding limiting the ability of the Library to meet data demands. The Montana State Library respectfully submits this report to the 64th Legislature as both a celebration of the accomplishments achieved through effective administration and as a caution that without increased support for the creation and use of geographic data, Montana will find itself at a disadvantage whether competing with other states for new economic opportunities, providing for the health, welfare and safety of our citizens, or protecting our precious natural resources.

MLIA and Geo-Services

In 2014 geography isn't about memorizing state capitols or names of major rivers. Montana realtors, bankers, farmers and citizens seeking location based information use digital maps every day. The data we expect to be on our phones and tablets instantly is creating jobs and economic growth globally and here in Montana. Directions Magazine, using a 2013 study by Oxera entitled "What is the economic impact of Geo?" estimated *that the global geo services industry "is valued at up to $270 billion per year and pays out $90 billion in wages. In the U.S., it employs more than 500,000 people and is worth $73 billion."*

What is the economic impact of **GEO SERVICES**

Geo services are:

Satellite receivers and manufacturing

Electronic maps

Satellite navigation

Satellite imagery

Location-based search

Geo services global revenues are $150–$270 billion per year

Video games industry $25 billion

Geo services $150–$270 billion

Airline industry $594 billion

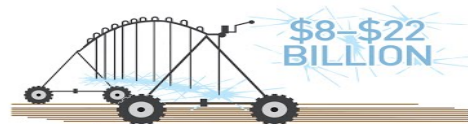Geo services global added value is around $100 billion per year

Geo services save:

1.1 billion hours of travel time per year globally

Geo services facilitate competition, leading to savings from reduced prices among infrequently bought goods and services of up to:

$ 0.5–2.8 billion

Geo services can improve agricultural irrigation, helping to achieve global cost savings per year of:

$8–$22 BILLION

3.5bn

Geo services save 3.5 billion litres of gasoline per year—approximately 0.1% of the total world production of 5 trillion litres of liquid oil products

Geo services aid faster emergency response; for example, in England Geo services may have helped to save at least 152 lives per year

Students educated using Geo services can expect

3%

higher average wages five years after graduation than those who weren't

Source: Oxera (2013), 'What is the economic impact of Geo?', January.

A 2009 analysis conducted by the Montana Department of Administration concluded that the Montana Cadastral Database offers *"financial benefits to the private sector, state agencies, and private citizens (that) far exceed the cost of the investment. At a minimum, the cadastral infrastructure has returned $46,000,000 in value over the last 10 years, with the real benefit total being probably far greater."*

The Montana Land Information Act (MLIA) and the associated account has been an unprecedented success as documented through the success stories associated with the Montana Spatial Data Infrastructure (MSDI) and the MLIA grant program provided in this report. Unfortunately, it is increasingly evident that the current State MLIA business model that funds much of the creation, maintenance, integration, standardization and dissemination of core geographic data and services is both volatile and cannot keep pace with the demand. A review of the Account is provided on page 8 This review demonstrates to the Governor, Legislature and other state and local policy makers the need to consider additional and/or alternative funding sources in order for the State to continue to meet the demand for geographic data and services.

Montana Spatial Data Infrastructure (MSDI) and the MLIA

The MSDI is a collection of 15 core data themes that individually, or in concert, provide the base map data critical for geo-services to operate.   While not all work on MSDI themes is funded by the MLIA, the coordination that the MLIA supports is the glue that holds everything together. The fifteen data themes are listed below.

Administrative Boundaries	**Hydrologic Units**
Cadastral	**Land Cover**
Climate	**Orthoimagery**
Elevation	**Soils**
Mapping Control	**Structures and Addresses**
Geographic Names	**Transportation**
Geology	**Wetlands**
Hydrography	

The following table suggests that MSDI usage, based on consumption of online web services, is generally rising. Not surprisingly the two largest consumptive services are those based on land records, the base map services associated with the cadastral web site, and the multi-year imagery service.

Table 1

Month	Service Usage in MBs(MSDI and Base Map Services)	Distinct Users
2013 July	352815.25	31703
2013 August	357701.07	34512
2013 September	456467.95	34627
2013 October	383668.43	36220
2013 November	366985.90	37470
2013 December	372273.58	29165
2014 January	375229.47	32837
2014 February	342123.51	32668
2014 March	398680.89	39837
2014 April	491606.95	37775
2014 May	398218.04	39661
2014 June	436674.48	38570
TOTAL:	**4732445.52**	**425045**

These usage statistics reflect overall societal demand for data and maps wrapped inside web applications. Citizens expect geographic data in map form when they want to solve problems, whether it is to find a restaurant or a hunting spot. Policy makers expect geographic data in map form when attempting to equitably assess the value of property or equitably distribute funds for education. When prospective business owners use the

state's site selector application (http://svc.mt.gov/gov/siteselector) to evaluate potential investment property, they leverage the power of MSDI.

MLIA statute requires that the Library annually develop a land information plan that describes the priority needs to collect, maintain and disseminate land information. To examine progress on identified FY14 land plan challenges, one can look at accomplishments in the following areas, which are directly related to MLIA funding:

1. The transition of custodianship of the digital Public Land Survey System (PLSS) from the Bureau of Land Management (BLM) has been completed with the first release of CadNSDI Montana Vintage on 7/1/2014 as an export from the Esri Parcel Fabric. The Library began our first adjustments to the parcel fabric based on GPS and photo interpreted control in October 2014, thus meeting user demand for higher accuracy parcel data that better aligns with aerial photography.

2. The Geographic Names framework was updated in July 2014 with the June 1, 2014 release of the federal Geographic Names Information System. At this time, the Library became aware that the U.S. Geological Survey (USGS) also maintains a list of the unofficial alternate names that are known for all the features and a file with historical information and other notes. The Library extracted the data and users of the Library's Topofinder web application can now find features whose alternate or historical names match the search criteria.

3. The Montana Hydrography Working Group has been reinvigorated and meets quarterly to discuss hydrography data needs. Each of the core water-related State agencies (DEQ, DNRC, FWP), as well as the U.S.G.S., U.S. Forest Service, National Park Service, and the Montana Climate Office, participate in the working group. Efforts over the past year have primarily focused on improved transparency to the hydrography stewardship process with the overall goal of making demonstrable progress improving the quality of the hydrography dataset.   Notable accomplishments include publication of a stewardship and edit submission guide, ongoing development of workflows to leverage existing hydro-related datasets to systematically find and fix data issues throughout a sub-basin, and development of a web application that allows users to submit and track hydrography revisions online. Improving hydrography data quality will assist in meeting the goals and objectives of the State Water Plan.

4. In an effort to provide improved GIS collaboration to support public safety communications, the Library has met several times with the Department of Administration's Public Safety Communications Bureau. Because Next Generation 9-1-1 relies so heavily on GIS data and tools, implementation, especially in rural Montana, will bring substantial data challenges related to addresses and boundaries. In order to insure public safety, address information and emergency service zone changes will need to be updated on a daily basis.

5. The Montana Climate Office has developed MSDI and Montana Association of Geographic Information Professionals (MAGIP)- compliant procedures to publish statewide seamless datasets of daily, monthly, and yearly minimum temperature, maximum temperature, mean temperature, precipitation, greenness (NDVI), enhanced greenness (EVI), evapotranspiration, and potential evapotranspiration. Those researching natural disasters, such as wildfire and flooding, make use of this data when determining management best practices for natural resource crisis handling.

6. While federal funding support of MSDI continues to trend downward, the MT Natural Heritage Program (MTNHP) was able to negotiate a $250,000 grant to complete wetland and riparian mapping on BLM lands. With staff reductions at the National Wetlands Inventory, MTNHP is the only reliable source of the most current wetlands data needed for a variety of permitting applications.

7. A new two year enterprise license agreement with Esri has been successfully negotiated for agencies of the State of Montana to be in effect for the FY16/17 biennium. The agreement saves in software licensing costs and provides almost unlimited agency access to GIS tools for Montana state employees that would not be available if negotiated individually.

8. The expired Montana geospatial strategic plan was replaced by a shorter term strategic vision for FY 14/15. Endorsed by MLIAC and the Montana Association of Geographic Information Professionals (MAGIP), the plan serves as a guide for efficiently addressing GIS related issues such as best practices and standards, professional education and efficient collaboration.

9. The Montana Site Selector application http://svc.mt.gov/gov/siteselector was created for the Governor's Office of Economic Development by the State in an effort to spur business development in Montana.

The MLIA Grant Program

In addition to planning for administration and the ongoing development of the Montana Spatial Data Infrastructure, the Montana Land Plan provides criteria used to award dedicated MLIA grant funds to local and tribal governments. The FY14 and FY 15 MLIA grant program provided funding to counties, local communities and tribes for projects that contributed to and/or advanced the MSDI; supported multi-jurisdictional geographic information consortiums; used GIS to solve local issues to improve quality of life and promoted the sharing of land information through the Montana GIS Portal. Two Montana school districts have also received grants to train the next generation of GIS analysts, cartographers and problem solvers.

> *The Montana Land Information Advisory Council had the foresight to give the kids a chance. This is what OUR student leadership team has done: Set up classroom activities for teachers and students from grades k-12; updated the cemetery maps using Computer Aided Design; assisted with the design and installation of the base station antenna mount; provided technical support to the teachers (they are currently gathering data for the water mains and city infrastructure through the GIS independent study); gathered data points for the cemetery; met with county, city, and school officials; presented their project to the Montana Association of Geographic Information Professionals; and they continue to make their way with GIS and create maps. Future development includes the implementation of GIS within the newly updated Outdoor Classroom. – **Gail Shatkus, Liberty County Community Partnerships Program Manager**

Local, Tribal and Other Applicants Recieving MLIA Grants

FY 2008 Through FY 2015
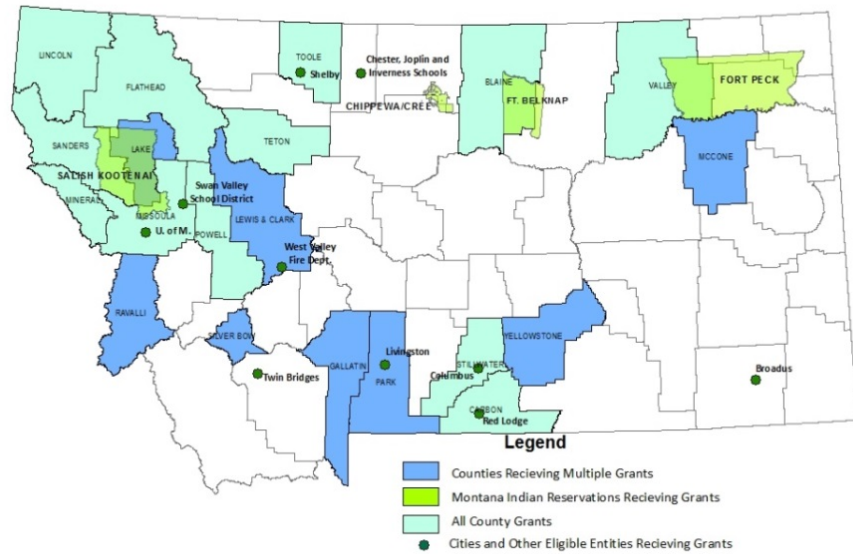
In FY 2015 the following local entities shared more than $300,000 in grants, which is the highest amount awarded at the local level since the creation of the act.

MLIA FY15 Applicant	MLIA Share	Leverage Amount
Carbon County PLSS	$33,000	$31,050
Park County PLSS	$20,000	$10,000
Twin Bridges PLSS	$20,850	$4,979
McCone County Road Asset Inventory	$12,966	$3,442
Shelby Water Utility	$36,050	$40,379
Sanders County Web GIS	$15,152	$2,440
Mineral County Cemetery Mapping	$14,723	$4,801
Livingston - GIS Development	$18,900	$5,176
University of Montana Fire Atlas	$18,973	$6,776
Powell County Land Use Inventory	$15,870	$28,238
Ft. Belknap FTBGIS	$23,365	$64,703
Teton County Web GIS	$14,852	$1,500
Blaine County GIS Program	$19,552	$19,980
Broadus Metadata	$20,000	$30,500
Lincoln County Web GIS	$18,740	$28,470
Land Plan Estimate of Available Funds ($300,000)	$302,993	$282,434

These grant funds leveraged an additional $282,434 to support the development of land information at the local and tribal levels. In FY12, local and tribal grants in the amount of $174,326 were approved (no local or tribal grant applications were denied), leveraging an amount of $170,912.

Montana Land Information Account

The Montana Land Information Account is funded through document recording fees as described in MCA 7-4-2637. For each dollar per page MLIA recordation fee, 25 cents is retained by the county and 75 cents is deposited in the state MLIA account. The state portion of the account has averaged approximately $850,000 annually yet encounters rather volatile swings. FY 13 had the second highest year of collections at $926,068 while FY 14 had the lowest collection ever at $721,748. These types of swings make it extremely difficult to plan for and administer the Library's Geographic Information Program and makes the MLIA grant funding unpredictable.
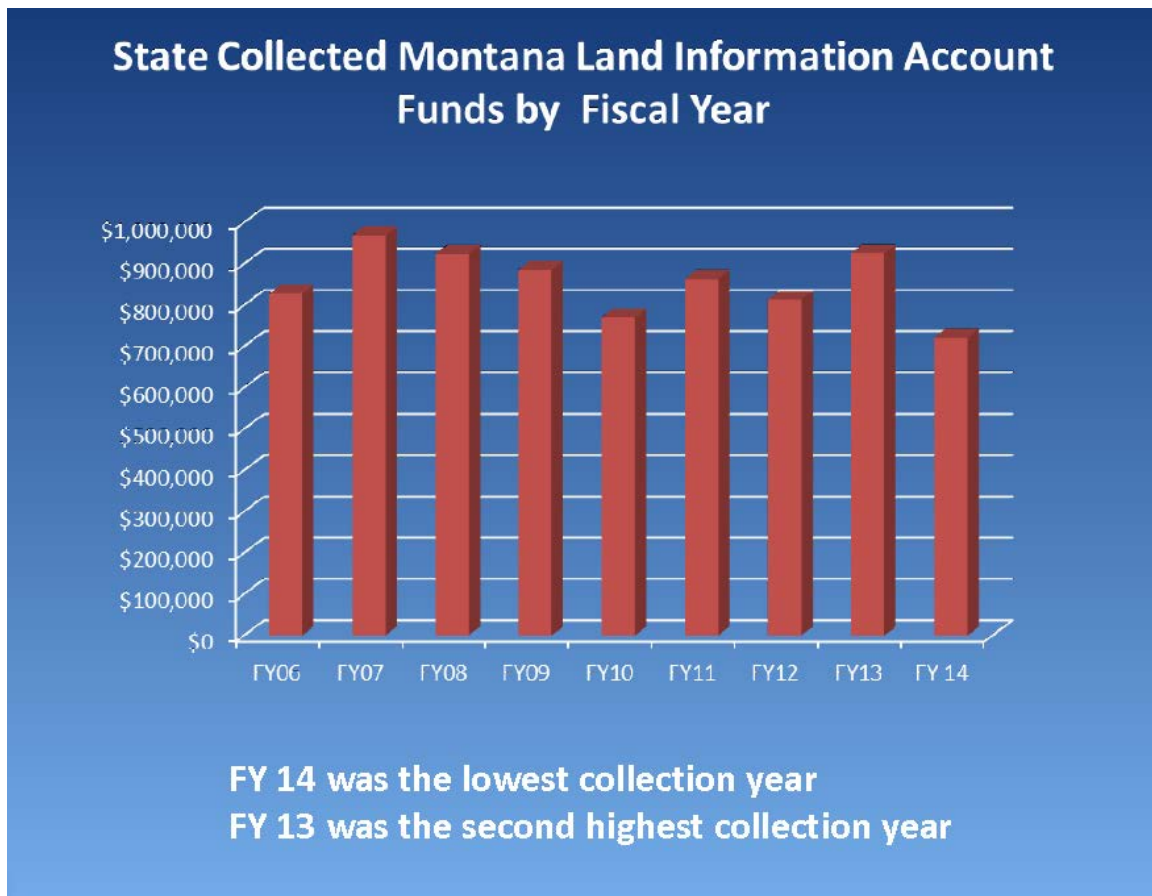
Investigations into why the collections have dropped have been inconclusive. Rising interest rates have slowed home refinancing and increased home sales have not materialized to compensate. Much of the land in northeast Montana has already been leased for oil and gas production slowing those document recordations. An analysis of FY15 first quarter collections does not show any signs of improvement. The FY16 budget as proposed in this plan is $752,000, approximately $200,000 less than the FY15 budget. Whatever the reasons behind the volatility, the impact has debilitating consequences.

While the Library believes that the current distribution of MLIA funding for GIS coordination, MSDI maintenance and development and local/regional grants has been

efficient, ultimately over time, the funding cannot meet growing demand. Other funding sources must be found to bridge the gap.

If those sources cannot be found, the end result is instability in the foundation of the programs that the MLIA has traditionally supported including State GIS coordination, MSDI development, and a grant program that has become increasingly popular. As proposed, the grant program will receive half of the $200,000 reduction. At a time when these grants are building local GIS capacity, these cuts will significantly slow that growth.

The Library will also be negatively impacted as its portion of the MLIA account is reduced by $100,000. Starting immediately, the Library will need to identify: 1) areas of budget savings, 2) potential sources of additional income, and 3) MSDI activities that will not be funded if new income sources do not materialize. If new incomes sources do not materialize, some combination of the following consequences will be unavoidable:

- Lack of the ability to fully meet the FY 16 Land Plan priorities in the areas of land records, water, and addressing.
- The Montana Natural Heritage Program's ability to revise the current Land Cover, including their ability to solicit field data from partner agencies; coordinate data collection efforts, standardize and/or update the mapping units to newly developed National Vegetation Classification standards. They also risk losing their .8 FTE ecologist/image analyst whose position is half-funded by MSDI, resulting in loss of extensive ecological knowledge and institutional memory.
- Lack of the ability to provide match for funding opportunities that support projects, especially in the Land Cover and Wetlands themes.
- Outreach, education, requests for information and general MSDI coordination efforts may be impacted.

While it may appear that only the Library and potential local grant recipients will be negatively impacted, the consequences will eventually trickle down to the users of the data. Real estate agents and local bankers may not be accessing the most current parcel data. Public safety officials may be routing vehicles to inaccurate address points. Developers may not realize that wetlands occurrences would impact their proposals. And policy makers may not have the spatial information necessary to make informed decisions.

Conclusion

Thanks to the leadership of the State Library and the Montana Land Information Advisory Council – and with funding from MLIA – Montana is meeting its goals to provide standardized, statewide geospatial data that can be readily used by our fellow citizens. And it is being used as evidenced by the following examples:

- The Library's cadastral application (http://svc.mt.gov/msl/mtcadastral/) is the 4th most used state web page.

- In state and out of state hunters use Fish, Wildlife and Parks Hunt Planner (http://fwp.mt.gov/hunting/planahunt/) to access updated maps with hunting regulations and statistics.
- Citizens concerned about air quality access current information using the Department of Environmental Quality's Today's Air application (http://svc.mt.gov/deq/todaysair/)
- Citizens can access travel information, including road conditions through the Montana Department of Transportation's interactive map at http://roadreport.mdt.mt.gov/travinfomobile/.

One of the State Library's long range goals is to promote partnerships and encourage collaboration. We often say that collaboration is the tide that raises the communities we serve. It is this collaborative spirit and an emphasis on open access to shared information -- something that is at the heart of the Library's mission -- that sets Montana apart in our ability to manage and provide access to land information.

Because of our statewide approach to develop, integrate, preserve, and provide public access to this information -- much of which is supplied by our partners at the local level -- users of this data do not have to worry about whether the information resources will end when they hit the county border. The broad use of this data and the economic value it provides is evidence that the tide is rising. If this statement is to be true in the future, then we must work together to ensure that the State of Montana continues to have the resources and capacity to continue this vital work, which impacts every Montana industry and community.

Montana Land Information Plan

Effective January 16, 2015 to June 30, 2015 for planning purposes and from July 1, 2015 to June 30, 2016 for task completion and budget purposes

Missouri River as it leaves the Mountains - Photo Source: National Geographic

Produced by the Montana State Library in coordination with the Land Information Plan Subcommittee of the Montana Land Information Advisory Council

Pursuant to Section 4 (c) of the Montana Land Information Act (Senate Bill 98) and Administrative Rule IV of the Montana Land Information Act

Table of Contents

Introduction and Overview

The Montana Land Information Act (MLIA) requires that an annual land information plan be prepared that describes Montana's **priority** *needs* in regard to collection, maintenance, and dissemination of land information (MCA 90-1-404(c)). Those priority needs are used in part to allocate funds from the state land information account. In order to define the priority needs, the Montana State Library (MSL) has solicited advice from the Montana Land Information Advisory Council (MLIAC), the Montana Spatial Data Infrastructure (MSDI) Theme Stewards, and other stakeholders.   Priorities must be consistent with the intent of the MLIA which recognizes the importance of digital land information for all sectors of Montana society. It also recognizes the need to ensure that digital land information is:

- Collected consistently – in accordance with standards;

- Maintained accurately - in accordance with standards;

- Made available in common ways for all potential uses and users, both private and public

The purpose of the annual Land Plan is to announce, describe, and fund priorities for the coming year.

Through publication of this plan MSL, in cooperation with the MLIAC and other stakeholders announces to the GIS community the proposed priorities for expenditure of MLIA funds for the next fiscal year. Priorities are generally driven by the factors described in the section FY14/15 Accomplishments and the section Current Challenges. The priorities contained in the section Land Plan Priorities Proposed for Funding (A –Specified) describe tasks that are deemed critical to the day to day operation of Montana GIS. Ability to accomplish these priorities is constrained primarily by staffing levels and funding available to the state library; although this isn't meant to imply that other agencies don't have the same constraints.

The priorities contained in the section Land Plan Priorities Proposed for Funding (B –Grant Categories) are broader categories that strengthen the overall Montana GIS infrastructure. Local, Regional and Tribal jurisdictions are encouraged to apply for funding for projects in these categories through a grant process. MLIA also requires that the annual plan contain a proposed budget that will address the priority needs and accomplish the objectives of the plan. The total estimated budget is compiled from the budget line items in the section Action Plan and Budget and listed as a total at the end of that section. Finally MLIA also requires that a budget be submitted to carry out the duties associated and assigned under 90-1-404 (previously called the GIS coordination budget). While not specifically required as part of the annual land plan MSL respectfully submits a budget estimate as Appendix A of this plan.

By defining annual priorities, the plan also provides a roadmap that is intended to guide the efforts of MSL, MLIAC, MSDI Theme Stewards, the Montana Association of Geographic Information Professionals (MAGIP) and others interested in furthering the interests of GIS in Montana.

Funding and Granting Process

To accomplish the priority goals in section A, MSL, in conjunction the other MSDI Stewards will submit a work plan by March 1, 2015 for Council review. This plan will include the tasks assigned to MSL from the MSDI work plan (A2.1, page 8), along with other MSL priority tasks that promote spatial data discovery and coordination. Some MSDI tasks may be undertaken by a party other than MSL; however MSL will assume ultimate accountability. MSL will receive MLIA funding for the specified category A priorities contained within this plan.

 Land Plan priorities in category B will be accomplished through MLIA grants. A standard MLIA grant application that solicits appropriate projects will be the funding mechanism for category B.

FY 14/15 Accomplishments

The timing of the annual land plan necessitates that we look more at the work accomplished in FY14 than in FY15, since FY15 work is commencing. Rather than immediately examining individual accomplishments we first take a holistic look. The following table suggests MSDI usage, based on consumption of web services, is generally rising. Not surprisingly the two largest consumptive services are those based on land records, the base map services associated with the cadastral web site, and the multi-year imagery service.

Table 1

Month	Service Usage in MBs(all BMSC and MSDI services)	Distinct Users
2013 July	352815.25	31703
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TOTAL:	**4732445.52**	**425045**

These usage statistics reflect overall societal demand for data and maps wrapped inside web applications. Advice at the recent NSGIC annual convention was "Don't fight the web – you will lose". A 1946 tongue in cheek editorial by Jorge Luis Borges entitled "On Exactitude in Science" (http://en.wikipedia.org/wiki/On_Exactitude_in_Science) poked fun at cartographer's inclinations to create larger scale maps to where they eventually reached a 1:1 scale "*whose size was that of the Empire, and which coincided point for point with it. The following Generations, who were not so fond of*

the Study of Cartography as their Forebears had been, saw that that vast map was Useless, and not without some Pitilessness was it, that they delivered it up to the Inclemencies of Sun and Winters. In the Deserts of the West, still today, there are Tattered Ruins of that Map, inhabited by Animals and Beggars; in all the Land there is no other Relic of the Disciplines of Geography". In 1946 the idea of those types of spatial accuracies may have seemed ludicrous however in the future, demand to collect and distribute more and more accurate spatial data via the internet may prove more viable and useful than Borges could ever have imagined.

Another way of looking at accomplishments is to examine progress on last year's land plan challenges. Accomplishments can be demonstrated in the following areas:

1. The transition of custodianship s of the PLSS from the BLM has been completed with the first release of CadNSDI Montana Vintage 7/1/2014 released as an export from the Esri Parcel Fabric. MSL will begin our first adjustments to the parcel fabric based on GPS and photo interpreted control in October.
2. The Geographic Names framework was updated in July, 2014 with the June 1, 2014 release of the federal Geographic Names Information System. At this time MSL became aware that the USGS has a file on its web site with the unofficial alternate names that are known for all the features and a file with historical information and other notes about some of the features. MSL extracted the data for Montana from these files and added them as related tables to the framework zip files on our web site. The Topofinder name search function can now find features whose alternate names match the search criteria.
3. The Montana Hydrography Working Group has been reinvigorated and meets quarterly to discuss hydrography data needs. Each of the core water-related State agencies (DEQ, DNRC, FWP), as well as the USGS, Forest Service, National Park Service, and the Montana Climate Office participate in the working group. Efforts over the past year have primarily focused on improved transparency to the hydrography stewardship process with the overall goal of making demonstrable progress improving the quality of the hydrography dataset.   Notable accomplishments include publication of a stewardship and edit submission guide, ongoing development of workflows to leverage existing hydro-related datasets to systematically find and fix data issues throughout a subbasin, and development of a web application that allows users to submit and track hydrography revisions online.
4. Recognizing the need to bring Next Generation data challenges related to addresses and boundaries to the table, MSL met several times with the Department of Administrations Public Safety Communications Bureau. The mission and makeup of the current 9-1-1 Advisory Council is under review by the Department of Administration and MSL has been advised they will be considered for membership of that Council in the future.
5. The Montana Climate Office has developed MSDI and MAGIP compliant procedures to publish statewide seamless datasets of daily, monthly, and yearly minimum temperature, maximum temperature, mean temperature, precipitation, greenness (NDVI), enhanced greenness (EVI), evapotranspiration, and potential evapotranspiration. This collection of over 150,000 statewide

datasets is hosted on the Montana Climate Office FTP site with complete ISO compliant metadata. Publishing of this collection is nearing completion.

6. Although federal funding to support the MSDI continues to trend downward, the MTNHP received a $250,000 grant to map wetlands and riparian areas in parts of the state with private surface ownership and BLM mineral ownership. Additionally, the MTNHP received a grant from the U.S. EPA to, in part, enhance existing wetland mapping through the addition of descriptors that describe potential wetland function.   MTHHP also received support from the US Forest Service to continue improving the classification of whitebark pine in vegetation maps, including MSDI Land Cover. None of these funding agreements however, covers basic theme stewardship and maintenance, outreach, or coordination.

7. A new two year enterprise license agreement with Esri has been successfully negotiated to be in effect for the FY16/17 biennium.

8. The expired Montana geospatial strategic plan was replaced by a shorter term strategic vision for FY 14/15. The strategic vision has been endorsed by MLIAC and MAGIP.

Current Challenges

Status of the Montana Land Information Account

An August 2014 analysis of the Montana Land Information Account revealed that FY14 collections totaled approximately $722,000, the lowest level in account history (see table 2). This was surprising since FY13 collections, at approximately $926,000 were the second highest ever. While a March 2014 review of the account indicated that the overall balance was sufficient to support the FY 15 plan's budget of $955,000 the FY15 balance will almost certainly not support a similar budget and that significant reductions need to be made. The funds volatility is exacerbated by its inability to adjust for inflationary pressures, so while the per page recordation fees remain static certain line items rise over time. For example the state's pay plan adopted in the 2013 legislative session called for 5% raises in November of 2014.

Table 2

State Collected Montana Land Information AccountFunds by Fiscal Year
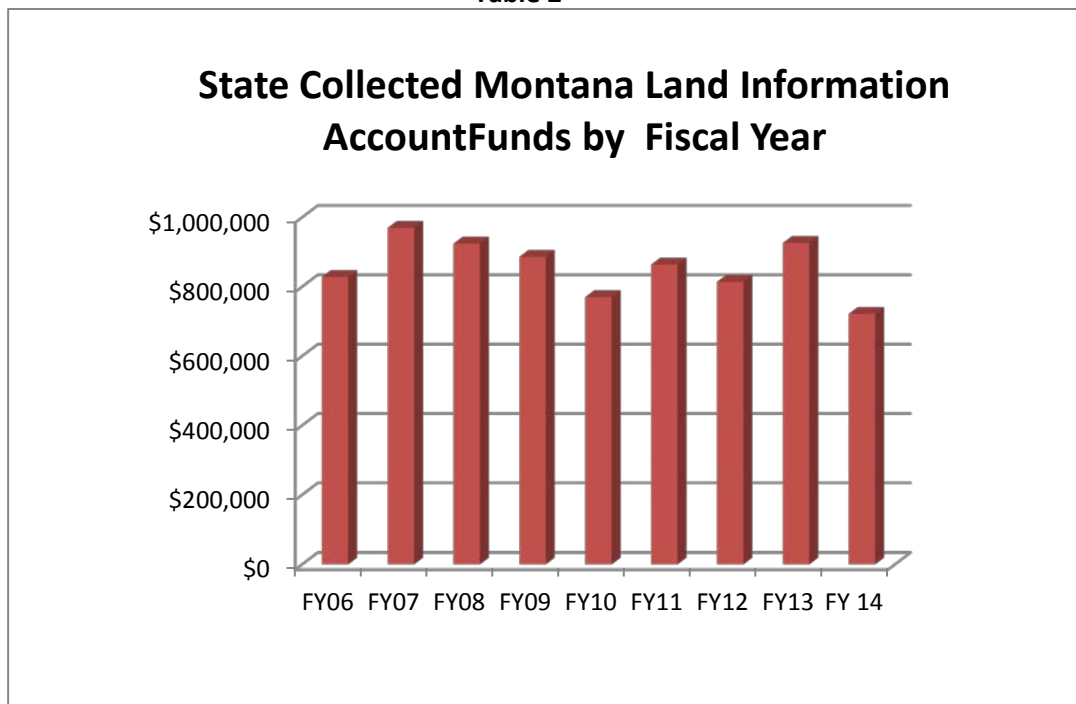
While MSL believes that the current distribution of MLIA funding for GIS coordination, MSDI maintenance and development and local/regional grants has been efficient, ultimately over time it simply can't meet growing demand. Other funding sources must be found to bridge the gap.   If those sources can't be found the end result is instability in the foundation of the programs that the MLIA has traditionally covered; State GIS coordination, MSDI development, and a grant program that has become increasingly popular. The FY16 budget as proposed in this plan is $752,000, approximately $200,000 less than the FY15 budget. As proposed the grant program will receive half of the reduction. At a time when these grants seem to finally be building local GIS capacity these cuts will slow that growth. MSL will need to make hard choices as the portion of the MLIA account flowing to their programs is reduced by $100,000 as well. Starting immediately MSL will need to identify areas of budget savings, identify potential sources of additional income and identify MSDI activities that will not be funded if new income sources don't materialize. If those sources don't materialize consequences such as the following may be unavoidable:

- Lack of the ability to fully meet the FY 16 Land Plan priorities in the areas of land records, water and addressing
- MTNHP's ability to revise the current Land Cover, including their ability to solicit field data from partner agencies; coordinate data collection efforts, standardize and/or update the mapping units to newly developed National Vegetation Classification standards; participate in state and regional meetings and other accepted stewardship functions may be eliminated. They also risk losing their .8 FTE ecologist/image analyst whose position is half-funded by MSDI with the result of corporate loss of memory and extensive ecological knowledge
- Lack of the ability to provide match for funding opportunities that support projects, especially in the Landcover and Wetlands themes.
- Outreach, education, requests for information and general MSDI coordination efforts may be impacted.

Other Challenges
1. The need for improvement to the accuracy of land record information did not end with the MSL Geographic Information Program's migration of CadNSDI to the Esri Parcel Fabric. Hundreds of townships are in need of accuracy enhancement. Each enhancement requires planning, technical expertise, and communication so users know when data has changes. From a technical perspective the projects require

- Better, faster and easier tools for surveyors to provide data they have already collected;
- Vertical integration of coincident data such as boundaries;
- Enlightened change management that provides users notifications when changes to the PLSS are planned and when they actually happen.

2. The Draft 2015 State Water Plan states that if the people of Montana carry out the recommendations offered in the Plan, then Montana in the next 20 years will:
   - Be better prepared to manage water in real-time to adjust to seasonal changes in supply and demand as well as prepare for longer term climatic changes
   - Be better prepared to endure droughts in watersheds across the state;
   - Have a public that better understands the dynamics of our water supply and the water rights system they rely upon every day.

   These goal and others will require accurate inventories of consumptive and non-consumptive uses as well as estimates of the amount of surface and ground water needed to satisfy new future demands. As demands are put on finite water resources the ability to analyze factors related to those resources becomes critical. The National Hydrography Dataset is a complex model with multiple feature classes, multiple feature types and feature codes, and a plethora of attributes. To avoid being bogged down by revisions that provide minimal benefit, hydrography stewardship efforts need to be focused on those parts of the model and features that are most important to Montana. One challenge over the coming year is to coordinate with state and other agencies to prioritize features of the hydrography dataset and, thus, determine where stewardship effort and resources are best spent.

   Climate data is vital to an encompassing water information system but continues to have to rely on words like "resiliency" to be politically viable. As the Montana Climate Office completes publishing of core datasets and ensures they remain current and well-maintained, development of a "living" Montana Climate Atlas will integrate the published datasets with the State Library's Water Information System. The Montana Climate Office will turn its attention to evaluation, deriving variants of published datasets, and developing new climate products. The Montana Climate Office continues to pursue funding to support this work and is working closely with the private sector to integrate climate framework products into decision making.

3. This summer Maine became the first state to roll out a state-wide next generation (next-gen) 9-1-1 implementation. At a recent Association of Public-Safety Communications Officials (APCO) conference, Sean Petty, director of technology practice at Mission Critical Partners and former public –safety answering point (PSAP) director stated, "As we shift focus to the future, GIS will become the hero in the next-generation 911 world and the basis for a lot of what happens. It's really shifting the role from being a supporting role to being perhaps the heart and soul of call routing and many of the other functions. We're shifting into this hugely geospatial world."

As noted in the accomplishments section MSL is under consideration for appointment to the State 9-1-1 Advisory Committee. While not 9-1-1 experts by any means, MSL is exposed to a lot of next-gen information because of participation on the NSGIC Address Committee and National Emergency Numbering Association (NENA) Site/Structure Address Point Workgroup. In order to assist local governments prepare for next-gen 9-1-1 this de-facto role is going to need to be expanded. Next gen 9-1-1 is going to mandate the MLIA's basic premises; that data is collected consistently in accordance with standards and maintained accurately - in accordance with standards.

4. The National 3D Elevation Program (3DEP) led by the USGS is being developed to respond to growing needs for high-quality topographic data. The program estimates it will distribute over 100 million dollars to state and local partners at a 50% match rate to acquire quality level 2 (Q2) LIDAR data. The problem Montana faces is that the estimated cost for statewide Q at today's collection rates for Q2 data is 48 million dollars at a time when the state is struggling just to pay maintenance of cadastral data. A pre-proposal submitted by the Montana Bureau of Mines and Geology, for Q2 LIDAR over Roosevelt, Daniels and Sheridan Counties is estimated at 1.8 million dollars meaning the state's share would be approximately $900,000; more than the MLIA account took in in FY14. Clearly some compromise needs to be worked out with USGS so that Montana can obtain higher quality topographic data at an affordable cost.

5. The federal Geographic Names Information System (GNIS) program is severely understaffed by the USGS. The Montana geographic names framework is out of synchronization with the GNIS because USGS has been unable integrate the hundreds of edits and additions MSL has submitted since 2007. Each time MSL obtains a new copy of the GNIS, we have to re-apply our edits to it. The USGS contracted with MSL in 2013 to examine and correct all of the natural non-hydrographic features in the GNIS. The USGS has not incorporated these corrections into the GNIS yet. If the corrections are not made to the GNIS this year, MSL may need to add these to the list of edits we have to make every time we refresh the framework from the latest version of the GNIS

6. There is a critical need for consistent annual funding to support the Landcover and Wetlands themes. The Landcover theme cannot be treated as a stationary product that has limited need for updates. Aggressively continuing work on the Wetlands theme cannot be treated as optional. These themes provide essential information to public and private land managers and the need for a long-term, sustainable funding strategy to support them is imperative. Given the anticipated reduction in MSDI funds the current data priorities of MSL presented in this plan do not address the needs of these vital data sets. Just as the statutory responsibility of MSL for the Water Information System provided leverage to secure funding for the Water Information Manager position; MSL's statutory responsibility for the Natural Resource Information System may provide an opportunity to obtain funding sources through future legislative action for the long-term needs of the Landcover and Wetlands themes.

7. Nationally, the NHD is the joint responsibility of the USGS and other Federal agencies. In Montana the NRCS continues to have responsibility for the Hydrologic Units. Updates and changes to the hydrologic units, such as the boundary harmonization with Canada are on-going and the process and for integrating changes into the Watershed Boundary Dataset (WBD) within the NHD need to be examined to ensure updates are in synchronized. The continued impacts of sequestration to Federal agency budgets are likely to impose additional limits on the staff and resources needed to

ensure that users who rely on the NHD will also have access to the most current hydrologic unit data
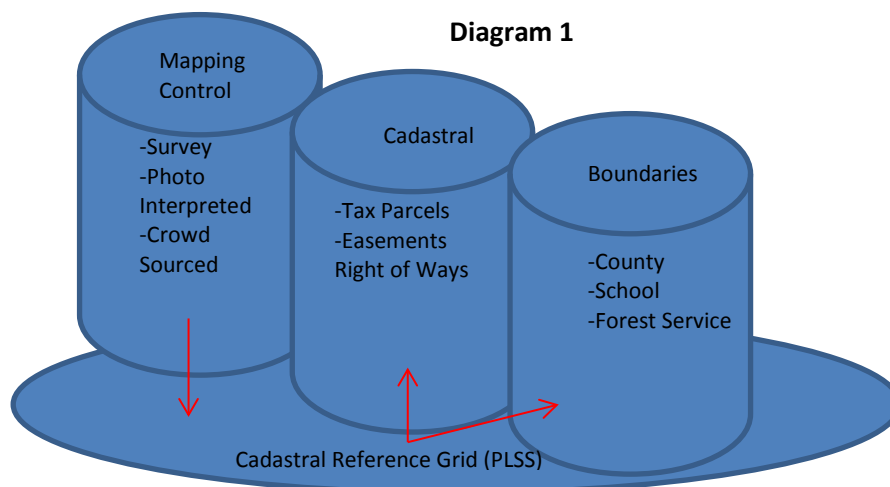
8. Generally federal partner funding for MSDI stewardship has been drying up. While they maintain that they want to partner with the state, federal partners attempt to do it without appropriate corresponding funding and/or staffing levels is tightening the noose around state efforts. Examples of such reductions include:

   - Current elimination of NHD stewardship funding that had previously assisted MSL to maintain hydrography using the NHD tools and data model while continuing to look at solutions that would assist state agencies in adopting a more useful local resolution model.
   - The unwillingness of the BLM to de-obligate and re-obligate over $50,000 in an assistance agreement that ran through May 2015 when the move of GIS operations from DOA to MSL required such re-obligation.
   - The near-elimination of the National Wetlands Inventory program has resulted in the loss of final QA/QC formerly provided by a regional coordinator resulting a greater lag time between MTNHP data submittal and availability via the NWI website.

Additional FFY 15 sequesters cuts to the NRCS budget have all but eliminated the ability of MSL to participate in partnership projects involving the Soils framework. While the challenges may be daunting Montana has traditionally maintained a reputation for GIS excellence even in the face of adversity using the duct tape and bailing wire approach to problem solving. It is good we have that ability as it will be needed to meet FY16 priorities and challenges.

FY16 Data Priorities

Land Records

The recent migration of the PLSS to the Esri Parcel Fabric has driven home the point that the Federal Geographic Data Committee, when first declaring Cadastral, Geodetic Control and Governmental Units National Spatial Data Infrastructure (NSDI) themes, didn't understand the full scope of land records data. In the first place geodetic control is not a necessity for a GIS however mapping control is. Mapping control can be acquired in a variety of ways other than geodesy. Governmental Units is cumbersome name for administrative boundaries and potentially excludes other important boundaries. And cadastral data goes far beyond their original interpretation of a cadastral reference grid and publically owned parcels. In Montana the model looks far more like Diagram 1 below.

Diagram 1

Mapping Control
-Survey
-Photo Interpreted
-Crowd Sourced

Cadastral
-Tax Parcels
-Easements
Right of Ways

Boundaries
-County
-School
-Forest Service

Cadastral Reference Grid (PLSS)

Improvement of the underlying accuracy of cadastral reference grid, the PLSS in Montana, has been recognized as very necessary to improve the accuracy of numerous data sets that use it as a foundation. With MSL now in custodianship of the CadNSDI (PLSS) database accuracy improvements will have a much quicker turn around cycle than under federal management. Therefore this plan recommends that PLSS accuracy improvement projects are a priority for FY16.   It also recommends better communication with the surveying community so existing data can be easily submitted with diminished burden to local surveyors.

 The Parcel Fabric also supports associated boundary related feature classes that need to maintain vertical integration with the PLSS. There is a wide diversity of boundary data that is at least partially coincident with the PLSS and tax Parcels. Montana was one of two states invited to participate with the U.S. Census Bureau in the initial Boundary Quality Assessment and Reconciliation Project (BQARP). Montana's state, county, school district and municipal boundaries coincide with the PLSS and other types of features as documented in table 3.

Table 3

Feature	Percentage
PLSS	71.92%
Physical Feature	21.81%
Survey Control	4.12%
Parcel	1.83%
Other feature	0.33%

Many state and local boundary data sets are out of vertical alignment with the PLSS. Improving the spatial accuracy of the PLSS and getting boundary data vertically aligned with the PLSS improves the user experience and credibility of data predominantly displayed by state and local governments. In Montana boundaries, especially emergency service response zones such as fire and police, are coincident with other boundaries like municipal boundaries and all need to be vertically integrated (please refer to related next-generation 9-1-1 discussions in this document)

Water
The FY15 draft State Water Plan compiled by the Montana Department of Natural Recourses contains the following recommendation:

> **Support Improvements to the Montana Water Information System**
> *The Montana State Library's Water Information System (WIS) is the starting point for finding water resource information in Montana. The WIS makes high quality data on surface water, groundwater, water quality, riparian areas, water rights, climate data and more available to the public from one common starting place. Improving the WIS through the development of new data sets, interactive applications, and maps will support informed decision-making and*

integrated water resource management.

Short Term Recommendations (0 – 2 years)

■ *Provide the State Library with additional staff resources dedicated to the development of new water resource related data sets, interactive applications, and maps.*

■ *DNRC will work with the State Library to develop a systematic workflow for revising the Montana Spatial Data Infrastructure (MSDI) Hydrography Framework based on the US Geological Survey National Hydrography Dataset (NHD).*

■ *Develop a process for transmitting water data generated by local, state and federal agencies, and watershed groups to the State Library for inclusion in the WIS in a consistent and timely fashion.*

■ *Continue working with the U.S. Geological Survey on the development of StreamStats—an interactive Web-based map application for providing stream flow statistics on streams and rivers with limited hydrologic information.*

Intermediate Term Recommendation (2 – 6 years)

■ *Improve the spatial representation of points of diversion (PODs) and places of use (POUs) associated with water rights, and make this improved representation available through the WIS.*

Since the Montana State Water Plan is a significant policy document containing many other water related recommendations that rely on timely and accurate water information we believe the FY16 Land Information Plan should prioritize tasks that help meet the Water Plan's recommendations.

Addressing

The APCO conference referred to earlier provided several notable quotes that should drive the GIS community to action. A few of them are listed below:

- *I can't say it enough," Petty said. "It is a shifting mindset from today, where we are with GIS being a supporting role, to the future, where the changes made by the GIS professionals are going to have a profound impact on the operation of our 911 centers and call routing.*
- *The data-reconciliation process also will likely take longer than expected, which is another reason to start early, says Chad Brothers, client services manager with TeleCommunication Systems (TCS). Building a well-integrated dataset with surrounding jurisdictions is an important part of that process.*
- *"The higher the quality of your data, the better data that your call-takers are going to get when the time comes for a 911 call to be delivered," Brothers said. "Make sure you plan it early into your integration. Don't wait until the tail end, when you actually think you're going to need it, because then it will take you much longer to get it ready."*

For these reasons this plan recommends prioritization of efforts that will lead to a data ready Montana poised for efficient implementation, locally, regionally or potentially statewide depending on costs associated with emergency service broadband. That means standardized addressing efforts as well as standardized jurisdictional data mentioned in the land records portion of this document.

Local and Regional Capacity Building

If local data sources have the resources they can produce standardized data that feeds statewide databases. The same data meets local needs and provides both citizens and policy makers with the information they need to make informed decisions. In FY15, the fifteen projects in table 4 were funded through the MLIA grant process, with all but the first four in the category of local, regional and tribal GIS support.

Table 4

MLIA FY15 Applicant	MLIA Share	Leverage Amount
Carbon County PLSS	$33,000	$31,050
Park County PLSS	$20,000	$10,000
Twin Bridges PLSS	$20,850	$4,979
McCone County Road Asset Inventory	$12,966	$3,442
Shelby Water Utility	$36,050	$40,379
Sanders County Web GIS	$15,152	$2,440
Mineral County Cemetery Mapping	$14,723	$4,801
Livingston - GIS Development	$18,900	$5,176
UM Fire Atlas	$18,973	$6,776
Powell County Land Use Inventory	$15,870	$28,238
Ft. Belknap FTBGIS Training Program	$23,365	$64,703
Teton County Web GIS	$14,852	$1,500
Blaine County GIS Program	$19,552	$19,980
Broadus Metadata	$20,000	$30,500
Lincoln County Web GIS	$18,740	$28,470
Land Plan Estimate of Available Funds ($300,000)	$302,993	$282,434

> *The Montana Land Information Advisory Council had the foresight to give the kids a chance. This is what OUR student leadership team has done: Set up classroom activities for teachers and students from grades k-12; updated the cemetery maps using Computer Aided Design; assisted with the design and installation of the base station antenna mount; provided technical support to the teachers; they are currently gathering data for the water mains and city infrastructure through the GIS independent study; gathered data points on for the cemetery; met with county, city, and school officials; presented their project to the Montana Association of Geographic Information Professionals; and they continue make their way with GIS and create maps. Future development includes the implementation of GIS with in the newly updated Outdoor Classroom. – **Gail Shatkus, Liberty County Community Partnerships Program Manager**

Below is an example of how Lincoln County is already putting their FY15 funds to use, providing citizen access to local weed infestations and mitigation efforts.
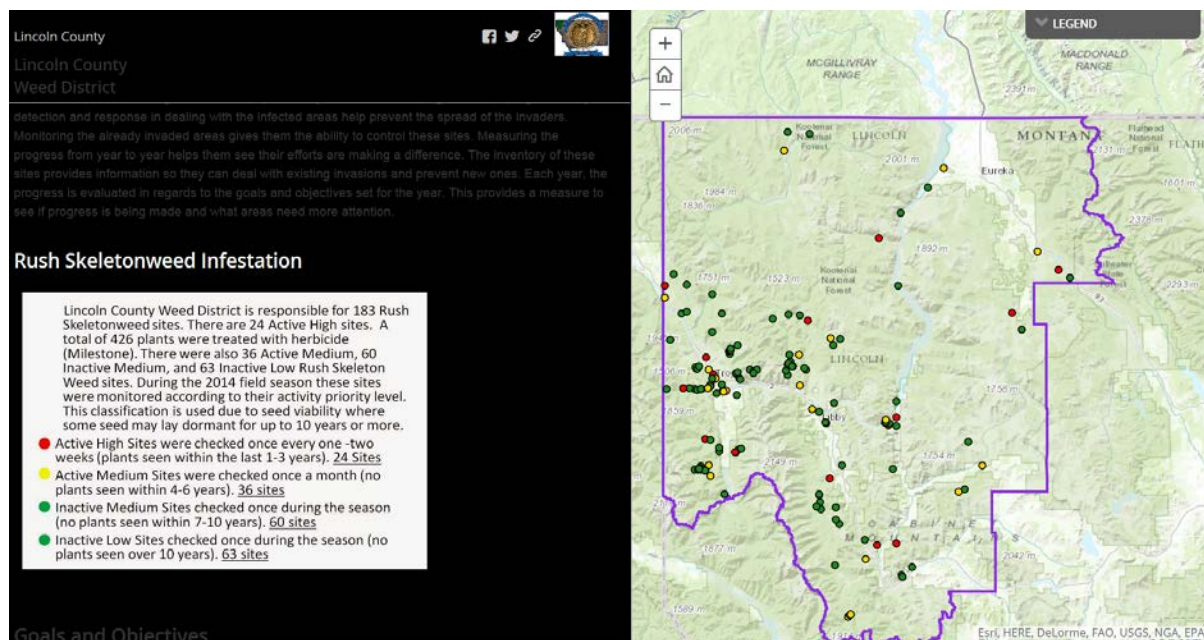
Local GIS practitioners need experience and training to collect and maintain the standardized data that the MLIA supports. Most GIS experts would support that experience is gained through hands-on, day-to-day interaction with the data. MLIA grant funds help build that capacity at the local level. Even though by necessity the FY16 budget must be tightened this plan supports a portion of the available grant funds be directed at capacity building projects that help ready local data providers to produce accurate and reliable data and metadata.

Land Plan Priorities Proposed for Funding (A –Specified)

In order to fulfill the purpose of the act and support current MSDI efforts, MLIAC has identified the following specific Land Plan priorities (goals) for state FY 2016.

A1 – MLIA and MSDI administration is conducted using efficient and accountable methods.

A1.1 - Carry out the duties of the department as described in MCA 90-1-404 (a) through (m)

A1.2 Chair and support the Montana Land Information Advisory Council (MLIAC)

A2 –MSDI Framework layers are developed, integrated, maintained, disseminated and preserved in an efficient and standardized manner.

A2.1 - MSL Geographic Information Program staff under MLIA funding will focus on the data priorities of this plan; enhancement of land records, addressing and water related data.

A2.1 - MSDI Theme Stewards and Leads will conduct new data collection, ongoing maintenance data discovery through the Montana GIS Portal, data delivery via download and web services, archival assessment and other projects as per the MSDI work plan. MSL Geographic Information Program staff under MLIA funding will focus on the priorities of this plan; enhancement of land records, addressing and water related data.

A2.2 - MSDI Theme Stewards shall support data partners through on-site visits, on-line training and other opportunities that promote technology transfer.

A2.3 – Working through MSL, continue to expand a Montana spatial data archive that includes annual MSDI entries.

A2.4 - MSDI Theme Stewards will develop an annual MSDI work plan, to be incorporated into a MSL work plan that prioritizes actions, supports data partners and identifies funding needs.

A3 – Statewide GIS coordination, outreach and education is targeted to reach prioritized sectors of the GIS community.

A3.1 - Support for creation of metadata that can be ingested by the MSL GIS data list.

A3.2 – Support local data providers adopt appropriate data standards and data collection methodologies

A3.2 – Provide technical consulting to users of GIS software and MSDI services.

A3.3 - Preserve and improve relationships with MSDI data providers through support and local visits that foster knowledge transfer.

A3.4 - Attend appropriate meetings and conferences including the Montana Association of Counties, Montana Association of Planners, Montana State IT Conference, Montana Association of Geographic Information Professionals, the National States Geographic Information Council and other meetings of subject matter experts.

A3.5 –Advocate for the use of MSDI data as appropriate.

A3.6 – When requested provide annual consultation and advice to MLIA grant applicants as they strive to best meet the MLIA grant criteria.

Land Plan Priorities Proposed for Funding (B – Grant Categories)

In order to fulfill the purpose of the act MSL has identified and prioritized the following grant categories for FY16. Details of BI and B2 grant requirements shall be developed by MSL in conjunction with the MLIAC Grant Review Subcommittee.

B1 - MSDI Land Records, Addressing or Water Information Partner Support
Data partners should receive funding support and outreach that enables and enhances partnership opportunities and projects in the areas of land records, addressing and water information

B2 – Local and Regional GIS Capacity Building
Investments that leverage local, regional, state and tribal matching funds and in-kind time and talent that builds toward a strong Montana GIS federated enterprise:

B2.1 - Regional GIS consortiums that leverage a multi-jurisdictional approach to problem solving and GIS analysis can demonstrate the value of GIS to policy makers.

B2.2 - Localized GIS solutions that demonstrate the value of GIS in improving the quality of life for Montana citizens and build grass roots support for location based services.

Action Plan and Budget

Both specified tasks and grant categories may be funded by a combination of MLIA and other sources. The primary source of funding for the specified tasks during the time frame of this land plan continues to be the account created by the MLIA. Administrative rule governing that account states:

(1) "Available grant funds" means the balance of the Montana land information account on March 31 of each fiscal year, plus an estimate of not-yet-deposited state funds held by counties as of that date, less the department's budget associated with duties and responsibilities defined in 90-1-404, MCA, for the fiscal year and any funds committed to grants.

MSL, in consultation with the Council, will determine the available grant funds according to administrative rule. Rolled over excess funds from past years occasionally result in a fund balance that will exceed the estimated land plan budget. The estimated budget for FY16 grants is approximately $100,000 below the FY15 level. Funds in under-budget line items may be moved to other tasks contained in this plan by MSL in consultation with the Council.

A-Specified: $552,000

A1 - MLIA and MSDI administration is conducted using efficient and accountable methods

a.   Tasks described in A1 (page 8) including the duties as described in MCA 90-1-404 (a) through (m)

b.   Chair and provide administrative support and funding for the Montana Land Information Advisory Council

c.   Responsible Party is: MSL

d.   Budget Line: $100,000

e.   Funding Source: MLIA

A2 - MSDI Framework layers are developed, integrated, maintained, disseminated and preserved in an efficient and standardized manner.

a.   Conduct work as described in A2 (pages 8 and 9)

b.   Responsible party is: MSL

c.   Budget Line: $400,000

d.   Funding source: MLIA

A3 – MSDI coordination, outreach and education is targeted to reach prioritized sectors of the GIS community

a. Conduct GIS coordination, marketing, outreach and education as described in [A3 (page 8 and 9)](#)

b. Responsible party is: MSL Theme Stewards and Leads

c. Budget Line: $52,000

d. Funding source: MLIA

B- Grant Categories: $200,000 (budget line items may vary based on grant applications submitted)

B1 - MSDI Data Partner Support

a. Support Land Plan Priority data – MSDI Support Category

b. Responsible party is: Grant Recipients

c. Budget Line: $140,000

d. Anticipated funding source: MLIA

B2 – Local/Regional Capacity Building

a. Support Land Plan Grants – Local and Regional Infrastructure Category

b. Responsible party is: Grant Recipients

c. Budget Line: $60,000

d. Anticipated funding source: MLIA

The total MLIA related budget to accomplish the tasks contained within this plan: $752,000

Appendix A – Department's FY16 MLIA/MSDI Anticipated Budget

MSL's Geographic Information Program is comprised of ten staff, six of which were originally employed by the Department of Administration's State Information Technology Service Division and the Montana State Library's Natural Resource Information System (NRIS) and the Water Information System (WIS). Three staff members are wholly or partially funded by NRIS funds and the Water Information System Manager is funded (one time only at this point) through another account. General funds pay a portion of the fixed costs associated with hosting MSDI services in the GIS enterprise architecture at SITSD. The MTNHP, part of the NRIS program, is operated under a contract with the University of Montana. The MSDI Wetlands and Land Cover themes are stewarded by the MTNHP, which employs 5 FTEs working on wetlands theme production and maintenance, and a 0.8 FTE working on Land Cover. Funding for portions of two other staff positions that provide Land Cover and Wetlands coordination, outreach and theme maintenance come from MLIA.

Therefore budgets and funding sources are mixed and complicated. All staff members are tasked with GIS & MSDI and coordination work in their job profiles although the percentages dedicated to those tasks vary. While the FY16 Budget will be set by the 2015 Legislature we anticipate close to $1,000,000 will be required to fund the entire program, including the MTNHP portion of Land Cover and Wetlands. Out of that amount, this plan targets $522,000 of MLIA funds toward the program, a reduction of approximately $80,000 from what was expended in FY14 and approximately $100,000 in what is anticipated to be expended in FY15. Those shortfalls must be made up with a combination of budget savings and additional revenue sources.

Memo

To: Jennie Stapp, State Librarian   **To:**   Montana State Library Commission

From: Stu Kirkpatrick   **From:** Jennie Stapp, State Librarian
            MSL Geographic Information

Date: November 14, 2015

Re: **Recommendation for approval of the FY'16 Land Information Plan
            from the Montana Land Information Advisory Council**

The Montana Land Information Advisory Council (MLIAC), at its November 13, 2014 meeting unanimously approved the FY'16 Land Information Plan as submitted by MSL in partnership with the MLIAC Land Plan Subcommittee. We respectfully submit the plan to the Commission with the recommendation for approval at the December Commission meeting.

MONTANA STATE LIBRARY COMMISSION
WORK PLAN FY 2015

December 2014 update

VISION
Develop and deliver 21st Century library resources and information services.

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

VALUES
MSL values:

- An educated and inquisitive citizenry.
- Library services that are responsive to users' needs.
- Free government information that is easily accessible and widely distributed.
- Patron privacy.
- Equitable access to all library resources and services.
- Competent and professional staff.
- Open, direct, and timely communication.
- Economic development of Montana and Montanans.

The State Library Commission is established by Montana statute 22-1-101 (MCA).

The role of the State Library Commission is to set forth policies and funding priorities that empower the State Library to meets its mission and statutory obligations and to advocate for the State Library and the Montana library and information communities whenever possible.

The State Library Commission Group norms:

- The Commissioners will read and come to meetings prepared to discuss agenda items;

- Commission meetings follow Roberts Rules of Order;

- Commissioners are bound by the State Code of Ethics and Standards of Conduct: http://leg.mt.gov/bills/mca_toc/2_2_1.htm.

Goal One—Content—Discussion

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

      1.1. Advise, review and approve policies that enhance Montana State Library's statewide e-content subscription and purchase programs, and that support the Montana Memory Project, the collection development priorities of the Montana State Library Collection Development Policy, and the Talking Book Library Collection;

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

      1.3. Request and participate in trainings and/or presentations by staff and other subject matter experts on new and existing topics that will educate the Commission on issues that will inform their understanding of the content needs of Montana Library users.

At the August 13 Commission Meeting, the Commission heard a presentation on the Montana Cadastral Administration through Streamlined Parcel Adjustment Workflows (CATSPAW).

Goal Two—Access—Discussion

2. MSL provides libraries, agencies, and its partners and patrons with convenient, high quality, and cost-effective access to library content and services.

2.1. Advise, review and approve policies that enhance access to information through statewide resource sharing initiatives;

2.2. Advise, review and approve budgets 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 the Commission on issues that will inform their understanding of the access needs of Montana Library users.

At the August 13 Commission Meeting, the Commission heard a presentation on the new Montana Natural Heritage Program MapViewer application.

Goal Three—Training—Discussion

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

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

　　3.2. Advise, review and approve budgets 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 the Commission on issues that will inform their understanding of the training needs of Montana Library users.

Goal Four—Consultation and Leadership—Discussion

4. MSL provides consultation and leadership to enable users to set and reach their goals.

       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. Pacific Northwest Library Association conference, August 13-15, Helena, Montana;

       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. Each Commissioner will attend at least one library federation meeting during fiscal year 2015;
              Commissioner Roberts attended the South Central Federation Meeting in Miles City on September 13, 2014.
              Commissioner Scheetz attended the Golden Plains Federation Meeting in Wolf Point on September 18, 2014.
              Commissioner Kish attended the Broad Valleys Federation teleconference on October 9, 2014.
              Commissioner LaFromboise attended the Pathfinder Federation meeting in Fort Benton on October 16, 2014.

              4.2.b. Each Commissioner will attend the 2015 Montana Library Association Conference, April 8-11, 2015 in Bozeman, Montana;
              The April Commission meeting is tentatively scheduled for April 8, 2015

              4.2.c. The Commission Chair will facilitate Conversations with the Commission session at the Montana Library Association Conference;
              A program proposal to host this session has been submitted to the MLA conference planner. This session is scheduled for April 9, 2015 at 8:30 am

              4.2.d. At least one Commissioner will attend meetings of the Montana Shared Catalog and MontanaLibrary2Go each year;
              4.2.e. Commissioners are encouraged to visit libraries as they travel the state. Advanced notice to the libraries is recommended.

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

       4.4. At least one Commissioner will attend at least one "visioning" conference during the fiscal year, as funding allows. Discuss findings with the Commission and

MSL staff and make recommendations for future opportunities for improved library services.

4.4.a. The Colorado State Library may host a conference focused on how to measure the impact of library services during the summer of 2015. Given the State Library focus on how to measure the impact of our services, this may be an appropriate conference for a Commissioner to attend. Details of the conference will be shared with the Commission when they are available.
The Research Institute for Public Libraries has scheduled this event. The dates are July 27-30 and the meeting will be held in Colorado Springs, Colorado.

4.5 The Commission will invite at least one recipient of a Montana Land Information Act (MLIA) grant to present on the outcomes of their grant in order to better educate the Commission on the role, outcome and impacts of the MLIA.
Rescheduled for spring 2015

Goal Five—Collaboration—Discussion

5. 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 extend the reach of information services and delivery throughout the state.

5.2 The Commission Chair will designate Commissioners to serve on both the Network Advisory Council and the NRIS Advisory Committee. These designees will attend committee meetings to represent the interests of the Commission and will provide feedback to the Commission regarding committee reports and initiatives.
Commissioner LaFramboise has been appointed to the Network Advisory Council
Commissioner Newell has been appointed to the NRIS Advisory Council

5.3 The Commission will invite the Governor or his designee to attend a meeting of the State Library Commission in order to learn about the Governor's priorities for the 2015 Legislative Session.
An invitation has been sent to the Governor's staff. Sirie Smilie is scheduled to attend the December 10 Commission meeting

5.4 The Commission will invite the Montana Library Association Government Affairs representative to the December Commission meeting to discuss the MLA legislative agenda.

Nanette Gilbertson and Judy Hart will present the MLA legislative Agenda at the December 10 Commission meeting.

5.5 The Commission will continue a process to learn more about broadband service availability to libraries in Montana and opportunities to further support expansion of broadband technology to meet the needs of library public computing centers.

Goal Six—Sustainable Success—Discussion

6. 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 Community 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 extend the reach of information services and delivery throughout the state;

6.1.a. At least one Commissioner will attend the Montana Library Legislative Day in January;
Scheduled for January 15, 2015

6.1.b. The Commission Chair will provide testimony before the Legislature on behalf of the Montana State Library and the library community;
6.1.c. A member of the Commission will attend National Library Legislative Day May 4-5, 2015 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 the Commissions on issues that will help the Commission to continually grow as a Commission and to support the work of the State Library;
At the December 10 Commission meeting the Commission will receive an overview of the Coal Severance Task Shared Account from staff of the Legislative Services Division and will participate in a training on the LAWS bill tracking system.

6.3. Advise, review and approve policies that recognize the significant contributions of and develop the leadership and management skills of MSL staff;
Commissioners Bartow and Gransbery attended the Talking Book Library volunteer appreciation luncheon on October 9, 2014.

6.4. Provide guidance on and evaluation of the State Librarian work plan and performance.

   At the August 13 and October 8 Commission meetings, the Commission reviewed the State Library FY '15 work plans.

Montana State Library Commission Calendar

JULY	AUGUST	SEPTEMBER	NOTES
1	1	1	**Regular August meeting agenda items:**
2	2	2	FY 14 final fiscal report
3	3	3	FY 15 opening budget
4	4	4	Programs and Commission work plans
5	5	5	
6	6	6	**South Central Federation Meeting**
7	7	7	Billings Public Library
8	8	8	Commissioner attending: Brent Roberts
9	9	9	Staff attending: Sarah McHugh
10	10	10	
11	11	11	**Golden Plains Federation Meeting**
12	12	12	Roosevelt County Library
13	13 **August Commission Meeting**	13 **South Central Federation Meeting**	Commissioner attending: Anita Scheetz
14	14	14	Staff attending: Sarah McHugh
15	15	15	
16	16	16	**Montana Shared Catalog Annual Meeting**
17	17	17	Carroll College, Helena, MT
18	18	18 **Golden Plains Federation Meeting**	
19	19	19	**Fall Workshop**
20	20	20	Red Lion Colonial Inn, Helena, MT
21	21	21	All Commissioners invited
22	22	22	Contact Marlys Stark to register
23	23	23	
24	24	24	
25	25	25	
26	26	26 **Montana Shared Catalog Annual**	
27	27	27 **Meeting, Helena**	
28	28	28 **Fall Workshop**	
29	29	29 **Helena, MT**	
30	30	30	
31	31		

OCTOBER		NOVEMBER		DECEMBER		NOTES
1		1	Sagebrush Federation Meeting	1		**Regular October meeting agenda items:**
2		2		2		FY 15 1st Quarter Financials
3		3		3		FY 14 Federation Reports
4		4		4		**TBL Volunteer Luncheon**
5		5		5		Our Lady of the Valley Catholic Church
6		6	Network Advisory Council Meeting	6		Helena, MT
7		7		7		All Commissioners invited
8	October Commission Meeting	8		8		**Broad Valleys Federation Meeting**
9	TBL Volunteer Luncheon; Broad Valleys Federation Meeting	9		9		Conference Call
10		10		10	December Commission Meeting	Commissioner attending: Anne Kish
11		11		11		Staff attendance: Jennie Stapp
12		12		12		**Pathfinder Federation Meeting**
13		13	Montana Land Information Advisory Council Meeting	13		Chouteau County Public Library
14		14		14		Commissioner attending: Aaron
15		15		15		LaFromboise
16	Pathfinder & Tamarack Federation Meetings	16		16		Staff attending: Sarah McHugh
17		17		17		**Tamarack Federation Meeting**
18		18		18		Conference Call
19		19		19		Commissioner attending: Bruce
20		20		20		Newell
21		21		21		Staff attending: Jennie Stapp
22		22		22		**Sage Brush Federation Meeting**
23		23		23		Miles City Public Library
24		24		24		Commissioner attending: Anita
25		25		25		Scheetz
26		26		26		Staff attending: Jennie Stapp
27		27		27		**Regular December meeting agenda items:**
28		28		28		Legislative update and planning
29		29		29		FY 15 Land Plan approval
30		30		30		Network Advisory Council Report
31				31		2015 meeting dates selection

JANUARY	FEBRUARY	MARCH	NOTES
1	1	1	**Library Legislative Day 5:30 to 8:00 pm**
2 **Legislative Budget Testimony TBD**	2	2	All Commissioners invited
3	3	3	
4	4	4	**Legislative Budget Hearing TBD**
5 **Day 1 2015 Legislative Session**	5	5	Commissioner Testimony: Colet Bartow
6	6	6	
7	7	7 **Sagebrush Federation Meeting**	**Regular February meeting agenda items:**
8	8	8	Legislative update
9	9	9	FY 15 2nd Quarter financial report
10	10	10 **Network Advisory Council Meeting**	Planning for Conversations w/ Commission session
11	11 **Tentative February Commission Meeting**	11	
12	12	12 **Montana Land Information Advisory Council Meeting**	**Broad Valleys Federation Retreat**
13	13	13	Finlen Hotel, Butte, MT
14	14	14	Commissioner attending: TBD
15 **Library Legislative Night**	15	15	Staff attendance: TBD
16	16	16	Staff attendance: TBD
17	17	17	
18	18	18	**South Central Federation Meeting**
19	19	19	Joliet Public Library
20	20	20	Commissioner attending: TBD
21	21	21 **South Central Federation Meeting**	Staff attendance: TBD
22	22	22	
23	23	23	**Sagebrush Federation Meeting**
24	24	24	Miles City Public Library
25	25	25	Commissioner attending: TBD
26	26 **Legislative transmittal**	26	Staff attendance: TBD
27	27 **Broad Valleys Federation Retreat**	27	
28	28 **Butte, MT**	28	**Golden Plains Federation Meeting**
29		29	Roosevelt County Library, Wolf Point
30		30	Commissioner attending: TBD
31		31	Staff attendance: TBD

APRIL	MAY	JUNE	NOTES
1	1	1	**Regular April meeting agenda items:**
2	2	2	Legislative update
3	3	3	Network Advisory Council Report
4	4 **National Library Legislative Day**	4	FY 15 3rd Quarter financial report
5	5 **Washington, DC**	5	
6	6	6	**Montana Library Association Annual Conference**
7	7 **MSC Spring Meeting**	7	Bozeman, MT
8 **Tentative April Commission Meeting**	8	8	Conversations w/ the Commission April 9, 2015, 8:30 am. To 10:00 am.
9 **Montana Library Assn. Conference; Conversations w/ the Commission**	9	9	
10 **MLA Continued**	10	10	**Pathfinder Federation Meeting**
11 **MLA Continued**	11	11	Chouteau County Public Library
12	12	12	Commissioner attending: TBD
13	13	13	Staff attending: TBD
14	14 **Network Advisory Council Meeting**	14	
15	15 **Tamarack Federation Retreat**	15	**Tamarack Federation Retreat**
16	16 **Big Fork, MT**	16	Marina Kay, Big Fork, MT
17	17	17	Commissioner attending: TBD
18	18	18	Staff attending: TBD
19	19	19	
20	20	20	**Regular June meeting agenda items:**
21	21 **Pathfinder Federation Meeting (tentative);**	21	Legislative wrap-up
22	22	22	FY 16 MLIA grant approval
23	23	23	FY 16 Federation Plans of Service
24	24	24 **Tentative June Commission Meeting**	
25 **Golden Plains Federation Meeting**	25	25	**Research Institute for Public Libraries**
26	26	26	July 27-30, 2015, Colorado Sprgs, CO
27 **90th Legislative Day (tentative)**	27	27	
28	28	28 **Montana Land Information Advisory Council Meeting**	
29	29	29	