

# Memo

**To:** Montana State Library Commission

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

**Date:** September 21, 2015

**Re:** **Proposed MSL Tablet Training Labs Use Policy**

The Montana State Library now has two tablet training labs that are available to MSL staff and Montana librarians for training purposes. These labs were purchased with Library Services Technology Act (LSTA) monies as part of the FY14 LSTA Statewide Projects budget. The accompanying policy to govern the reservation and use of these labs was presented to the Commission in August. Action to approve this policy is requested at this time.