Federation Annual Report
FY 2015
July 2014 Through June 2015

SIGNATURES

Federation   Pathfinder

Coordinator's Library   Chouteau County Library

Coordinator   Debbie Wellman

                    Signature _____ Date _____

Chairperson - Board of Trustees Ron Young

                    Signature _____ Date _____

The Coal Severance Tax (CST) Revenue Accountability Report System requires the Federation Annual Report. The report relates to the Plan of Service, which was adopted at the beginning of the fiscal year as a planning document.

AWARD/EXPENSE SUMMARY

Total CST Award: $27,269.56
Total CST Expended: $27,269.56

EXPENDITURES BY PROGRAM

Program 1 - Resource Sharing	$9,418.07
Program 2 - Continuing Education	$6,112.88
Program 3 - Communication/ Pathfinder Meetings and Workshops	$2,224.09
Program 4 - Technology	$8,014.52
Program 5 - Administrative Services	$1,500.00
Total:	$27,269.56

EXPENDITURES BY LIBRARY

Library	Status	Total Award	Award Expenses	Local Expenses
Belt Public Library	Active	$1,710.26	$1,710.26	$0.00
Blaine County Library	Active	$1,710.30	$1,710.30	$0.00
Choteau/Teton Public Library	Active	$1,710.30	$1,710.30	$200.04
Chouteau County Library	Active	$1,810.66	$1,810.66	$0.00
Conrad Public Library	Active	$1,710.30	$1,710.30	$374.20
Dutton/Teton Public Library	Active	$1,710.30	$1,710.30	$45.17
Fairfield/Teton Public Library	Active	$3,210.12	$3,210.12	$3,210.12
Glacier County Library	Active	$1,710.30	$1,710.30	$822.16
Great Falls Public Library	Active	$1,710.30	$1,710.30	$8,074.80
Harlem Public Library	Active	$1,710.30	$1,710.30	$491.95
Havre-Hill County Library	Active	$1,710.30	$1,710.30	$1,000.00
Liberty County Library	Active	$1,710.30	$1,710.30	$979.30
Toole County Library	Active	$1,710.30	$1,710.30	$630.08
Valier Public Library	Active	$1,710.30	$1,710.30	$0.00
Wedsworth Memorial Library	Active	$1,725.22	$1,725.22	$151.00
Totals:		$27,269.56	$27,269.56	$15,978.82

PUBLIC VALUE SUMMARY BY PROGRAM

Program 1 - Resource Sharing

Narrative

Member libraries will be reimbursed to pay for OCLC service through the Montana contract with OCLC. Members can also use funds to support other resource sharing functions and/or projects.

Program activities:

1) Fund OCLC subscription
2) Purchase databases
3) Fund participation in Montana Shared Catalog and/or other statewide projects

Public Value

Wedsworth Memorial Library - this allows the library to input their books and check out items. It is essential for a library to maintain this type of technology. Enables library and other libraries to find the materials needed and provides ability for inter-library loan.

Dutton/Teton Public Library - OCLC is integral to our library. Cataloging, ILL, and continuing education of staff members are all dependent upon this service. Resource sharing is vital to a public library.

Choteau/Teton Public Library - Allows us to continue providing up-to-date information on materials for our patrons. Permits our patrons to request and receive Interlibrary Loans via WorldCat ILL.

Harlem Public Library - Our contact with OCLC allows us to lend and borrow materials through interlibrary loan. Because we are a small library it is impossible to purchase all materials needed by our patrons. So through interlibrary loans we are able to get the requested titles. We are also able to loan materials to other libraries that request them. This is also useful to see materials first hand and then purchase them if we feel the items would fit in our collection. During the FY 2013-2014 our library loaned 95 items and borrowed 134 items using interlibrary loans. OCLC also assist with cataloging.

Harlem Public Library - Access to up-to-date automation system that provides quality services to our customers. Allows collaboration and cooperation with other member libraries in the state of Montana. Montana Shared Catalog staff provide trainings and troubleshooting assistance. The shared catalog provides statistics useful in making purchasing decisions.

Fairfield/Teton Public Library - ILL Cataloging

Conrad Public Library - ILL and cataloging

Dutton/Teton Public Library - The ability to purchase bookmarks and book bags to help commemorate and celebrate National Library Week benefited the library as well as local communities. Children from several communities were able to take home bookmarks and book bags that they could re-use and bring back to the library again. The positive response to this proved that being able to purchase items the library would not have been able to otherwise in turn benefited the library in number of circulated items and number of children who returned after receiving the fun items. The funds enabled the library to participate in National Library Week in an innovative way.

Toole County Library - This database enables our community of patrons the ability to inter-library loan material not available at our libraries.

Glacier County Library - Patrons benefit by being able to access books which the library would normally not have the funds to purchase. We live in a very diverse community and get quite a few requests for unique, hard to find items that we may not be able to provide otherwise. It also benefits our library through having access to the cataloging portion, so that we may download the most appropriate and accurate record for each item in our system.

Great Falls Public Library - Build local database with downloading of records; provide functionality for sharing library materials across federation, state and nation

Dutton/Teton Public Library - Destiny allows the library to better serve the circulation needs and requests of its patrons and the community by having a hosted software program for cataloging and circulation.

Valier Public Library - Provides up to date cataloging, making accurate findings for patrons.

Liberty County Library - OCLC is a wonderful way to share our materials with libraries all over the world.

Chouteau County Library - Allows for cataloging and ILL services. Makes the process more effect for our patrons

Blaine County Library - Cataloging and resource sharing with other libraries.

Valier Public Library - Laptops are an important part of our technology services. Laptops also extend our available computer space.

Program 2 - Continuing Education

Narrative

Continuing Education improves information delivery and library service to all Montana citizens. It allows small rural library staff members to reach out, learn, change and plan.

Program activities:

1) Travel and registration expenses to attend Montana Library Association meetings and/or other established state, regional or national library learning events.
2) Librarians share the learning from CE and training events with other Pathfinder librarians at Federation meetings.

Public Value

Valier Public Library - Continuing Education. The workshops this year were very relevant to my needs, especially learning to make programs to share with other librarians and to reach patrons.

Wedsworth Memorial Library - the training at the event was extremely beneficial. Information provided us knowledge how how to better perform our jobs and access to the upcoming program that will be available to us , such as Meeting 2go gave us base knowledge so when the actual training takes place will really be helpful. Just visiting with the small group allowed more info transfer.

Valier Public Library - Wonderful presentations all around! The gaming seminar will be put to good use with a some troubled teens. The new search sites are already very helpful.

Wedsworth Memorial Library - It is extremely important to keep up to date on new policies, new technology and what is changing in the library world. This conference was especially important because of all the new changes in programs and billing.

Harlem Public Library - The library director and assistant librarian attended the MLA conference in Bozeman, Montana. Through this experience we received training on various topics that affect our ability to offer better service to our patrons. With the Pathfinder Federation funds we were able to attend this conference and receive certification credits.

Fairfield/Teton Public Library - Networking, classes in library systems and management.

Dutton/Teton Public Library - This helps staff and board members to more easily travel to federation meetings.

Chouteau County Library - Attending workshops are always a benefit to librarians and patrons as well. There is so much information out there and to come together with other librarians to share and learn is essential. Without this money we would have to cut funding in another area of our budget

Blaine County Library - CE Credits for two staff members and networking with other librarians.

Toole County Library - Continuing education that is provided at Fall Workshop improves librarian skills. It provides a perfect learning environment for librarians across the state to meet and learn from peers and professionals.

Havre-Hill County Library - The benefits to using the money toward our continuing education is that it allows us to keep up with the changing technologies of the library field, to interact with other librarians who are dealing with the same issues that we are, to meet vendors and learn about new products, and to keep learning better ways to serve our public.

Glacier County Library - It was amazing to see the differences in how different Federations are run. We fully enjoyed the time to learn together with fellow librarians in a smaller more relaxed atmosphere (than MLA or larger conference), yet were very impressed with the quality and professionalism of the workshops presented here. The "organized" relaxed setting for the meals was also very beneficial and I felt like we had ample opportunity to socialize and learn from the other attendees. We also took the opportunity to visit the Imagine IF library in Kalispell, which is something neither of us had been able to do since they re-branded. So we came back to our library very re-charged and excited to try some new things!

Program 3 - Communication/ Pathfinder Meetings and Workshops

Narrative

Staff and trustees from member libraries attend two meetings per year. Pathfinder business is conducted under the direction of the adopted by-laws with an elected trustee as chairperson. Travel expense is reimbursed for one car from each library to attend at the current state mileage rate. Carpooling is encouraged. The host library is reimbursed $400 for providing lunches at meetings. These meetings create positive energy for learning and networking among member libraries. Ideally, there is a training or CE opportunity at each of these meetings, so this program also supports the Pathfinder goal of Continuing Education.

Program activities:

1) Reimbursement for travel to Pathfinder meetings
2) Reimbursement to host library for lunch

Public Value

Valier Public Library - Learn more about the Federation function. Visit with other librarians to find what works best, programs and other interesting facts. Learn how to obtain internet count.

Wedsworth Memorial Library - It is important to interact with the other libraries in the Federation in order to understand how our library can possibly benefit. The training accessed at the meeting is extremely beneficial to be able to stay updated, as in this case resources available to us, which enables us to do our job more efficiently.

Chouteau County Library - Allowed libraries in the federation to meet and share the happenings at their libraries

Harlem Public Library - The Pathfinder meetings allow librarians and trustees to share successes and

challenges from our respective libraries. A representative from the Montana State Library informs members about the latest plans and programs from the state library. There is also a training elements on a topic of interest and need that helps with Continuing Education. Thus service to our local communities is improved.

Chouteau County Library - Allows for regional libraries to gather together, share, and get some training.

Choteau/Teton Public Library - Dealing with the business of the Federation is important, as is the general sharing of ideas of member libraries. Training offered is also of great importance and allows us to better ourselves as librarians.

Toole County Library - Librarians and Trustees meet to discuss federation business and State Library news. We take time to share ideas with each other as well as our trials and success stories. We also participate in continuing education.

Glacier County Library - The spring meeting was when we had the opportunity to discuss and vote on the Federation by-laws, so it was very important for us to have the opportunity to have a say in this. There was also budget training presented, which when put with the County Budget Workshop which I had the opportunity to attend at the Tamarack Federation meeting, helped to give me a much better understanding of this process. I also appreciate the opportunity to visit with the other librarians in our area, although it would be nice to be able to schedule a bit more time for this.

Great Falls Public Library - Network with peers to share ideas and current services/programs; training/continuing education

Fairfield/Teton Public Library - Networking with our Federation libraries and continuing education.

Wedsworth Memorial Library - It is important to interact with the other libraries in the Federation. The training accessed at the meeting is extremely beneficial to be able to stay updated. The training at this meeting was immensely valuable. With all the changes to our financial procedures, this training explained a lot and made things much clearer in how to input finances and understand the process

Liberty County Library - Pathfinder meetings are a wonderful way to collaborate with other library directors, staff and trustees. These meetings also give valuable training that is essential to our library.

Harlem Public Library - Attending the Pathfinder meeting keeps the director and trustee informed about happenings at the Montana State Library. At this meeting we also held a discussion about updating the By-Laws. By going over these we learned that as a Federation there are some procedures we haven't been following and some we also need to change to coincide with the way we are conducting our business. The CE involved budgets and accounting procedures. This is vital information as we deal with money through our funding agencies such as cities and/or counties.

Blaine County Library - Networking with other libraries and CE credits.

Valier Public Library - Share ideas with other librarians in our area.

Toole County Library - We join with other librarians and trustees to discuss federation business, collaborate ideas, participate in continuing education and enjoy good food!

Program 4 - Technology

Narrative

Pathfinder patrons require direct access to information via Internet access and database services. This program budget will be used to purchase new and replacement hardware, software, peripherals and related technical services in order to meet these important information needs of patrons.

Program activities:
1) Purchase computer hardware and software

2) Purchase printers and other devices that allow patrons to use information effectively

Public Value

Wedsworth Memorial Library - Some of our patrons are not capable of coming to the library to access our books. MontanaLib2Go allows them access to reading materials. This is the only reading material for them so the service is a necessity.

Wedsworth Memorial Library - Access to this technology allows Home-schooled children access to research material. We have had some college students use this site also. Expands our non-fiction area in a technology area.

Wedsworth Memorial Library - Allows access to all our technology for ILL and cataloging.

Dutton/Teton Public Library - Antivirus is an integral part of giving support to patrons. Without correct software installed, patrons' personal information is at risk when using the public library's computers. Correct financial software is necessary for budgeting purposes.

Dutton/Teton Public Library - The new printer is used by patrons and staff alike. The ability to print, copy, and fax in one machine is a cost effective tool.

Harlem Public Library - Through our subscription with Dri Trend Micro our computers are kept safe from viruses, data loss, etc.

Conrad Public Library - Children have access to awesome computer

Great Falls Public Library - Patrons have access to up-to-date equipment and software for research, employment, personal needs.

Choteau/Teton Public Library - Allows visitors to the library to have access to the world-wide web for information, social media for communication, and access to the various databases provided by the state. Also permits the creation of resumes, applications, and other important documents in a relatively secure environment.

Fairfield/Teton Public Library - Speed and reliability.

Harlem Public Library - The library website presents the library to the public via the Internet. People can contact the library, find out the operating hours, programs and services available, and keep up to date on the happenings at the library. The website also acts as advertisement for the library. Website users can search the catalog, data bases, and connect with Montana Library 2 Go and the Montana Memory Project using the links. The website also features current photos of events at the library.

Valier Public Library - We placed more memory into the three laptops for public use. We have several users who do not have computers in their homes. Offering up to date fast internet connections is important to patrons not only for socializing but also for job searches and schooling.

Harlem Public Library - The adapter will enable the tablets to be connected to our Smart TV. This will allow the staff to use the apps or videos from the tablets to be used for our children's programming. The adapter will also allow the tablets and Smart TV to be used in conjunction for trainings and presentations.

Dutton/Teton Public Library - With the previous purchase of the new printer, and the ease of use for patrons, the number of pages being printed off at the library has risen dramatically. The need for more ink coincides with this rise. The ability to purchase ink is a benefit for all who use the library.

Toole County Library - This unit has supplemented an old computer in the director's office. The old machine needs to be kept for Follett software purposes. This laptop enables the director a machine that is current and mobile.

Glacier County Library - Helping to keep us up-to-date and provide faster more reliable computer services to our patrons.

Harlem Public Library - Installing Deep Freeze on the patron computers keeps them safe from users changing administrative settings.

Choteau/Teton Public Library - Allowing easy access to a catalog of our materials to patrons and visitors permits us to better fulfill our role as a go-to information and entertainment resource.

Liberty County Library - It is very valuable to have good quality printers in our library for our patrons. We have many travelers, including bicyclists, that stop to print maps, e-mails and banking information.

Chouteau County Library - The new laptop is used by the staff. The one it replaced is now available for patron use. This gives the staff the ease of working away from the their desk. Again this is an essential area of funding

Harlem Public Library - The wireless scanner allows the library staff to use the Mobile Circulation app through the state library. This enables staff to check out, check in, and inventory materials anywhere in the library using a device such as a tablet or Smart phone. This will save time and energy, especially for inventory.

Blaine County Library - Providing the public with the latest technology.

Program 5 - Administrative Services

Narrative

$1000 stipend to Fairfield Public Library to cover costs of administering Pathfinder Federation Coordinator responsibilities.

$500 Administrative funding to cover postage, printing, and other costs incurred in direct support of Pathfinder Federation meetings and activities.

Public Value

Fairfield/Teton Public Library - Helps cover costs accrued for serving as the Coordinator.