

Memo

To: Montana State Library Commission

From: Sara Groves, Marketing and Communications Coordinator

Date: November 25, 2015

Re: Montana State Library Trust Request

In 2013, the Montana State Library received \$5,000 from Governor Steve Bullock. The Governor specified that the donation be used to support the Ready 2 Read program. I request approval to use a portion of these funds to pay for additional marketing materials to support the Ready 2 Read texting program, specifically to print an additional 5,000 bookmarks and 5,000 cards. Costs to print these items in October were approximately \$1,100. Therefore, I request \$1,100 from the Trust to reprint these marketing materials for distribution to libraries and community partners serving Montana's youngest citizens around the state.