

NETWORK ADVISORY COUNCIL (NAC)
Tuesday, March 8, 2016
Helena, Montana

ATTENDEES:

Council Members: Chairman Sarah McHugh, Heidi Sue Adams, Gale Bacon, Colet Bartow, Matthew Beckstrom, Connie Behe, Pamela Benjamin, Janeen Brookie online, Barry Brown, MaryKay Bullard, Dana Carmichael, Carly Delsigne, Joanne Didrikson, Eva English online, Aaron LaFromboise, Doralyn Rossmann, and Laura Wight.

MSL Staff: Jennifer Birnel, Jo Flick, Pam Henley, Lauren McMullen online, Cara Orban, Kris Schmitz online, Jennie Stapp and Marlys Stark.

Guests: None.

Chairman McHugh called the meeting to order at 9:31 a.m.

APPROVAL OF MINUTES:

A motion was made by Member Beckstrom and seconded by Member Carmichael to approve the minutes from the November 10, 2015 meeting as presented and the motion passed with Member LaFromboise abstaining and no vote from those online.

FY'15 LSTA STATEWIDE PROJECTS BUDGET FINAL REPORT:

All updates have been added to the spreadsheet and resulted in a twelve-dollar difference. The OCLC increase was due to an approved FY'14 amount that wasn't able to be signed until after the award period, other differences include an enrolled library that ultimately didn't enroll, an increase in the costs of the early literacy project, separated lines for projects, additional approved trustee trainings, fall workshop savings which went to the laptop training labs cases.

LIBRARY DEVELOPMENT STUDY TASK FORCE RECOMMENDATIONS:

The recommendations will be used as a roadmap for decisions for the next several years.

DISCUSSION OF INFORMATIONAL BUDGET DOCUMENTS:

Cara presented historical reports of the last years with trends and various numbers. This information can help to choose databases and other planning for statewide projects and staffing of those efforts.

FY'16 "LIBRARY DEVELOPMENT BUDGET" DISCUSSION:

Prior to decisions on recommendations of where funding should actually be allocated, priorities, funding commitments and other items were discussed. There were a lot of materials provided for this discussion.

Since Coal Severance Tax (CST) funding is fairly volatile currently, the members discussed the types of programs that should make use of CST funding. Statute dictates that the basis of the expenditures should be resource sharing.

MSC can always use more staff but doesn't currently have a service gap. There are opportunities to think about technical services and occasional direction changes. As an example, school increases will bring increased needs and different training.

The courier project could always use more funding and it seems to be a priority for many. MSC has been asked to contribute.

Consulting and training needs to be better aligned to needs but there is not necessarily a funding gap. This is also the situation with the literacy program. A deliberate approach to supporting types of literacy needs should be discussed.

Montana Memory Project (MMP) could also use more funding with the goal of this not simply being an individual project but having an important role in overall services devoted to lifelong learning.

Lifelong learning is viewed as the biggest gap with MSL currently providing services supporting early literacy but not other needs through an individual's lifetime such as resources related to health, financial and digital literacy and other areas.

MSL will be engaged in the upcoming LSTA five-year evaluation.

Community partnerships and broadband planning are identified as a priority. People miss the support for broadband and technology that they received when the BTOP grant was operating.

MSC can be support for resource sharing in many cases.

Another gap in services from MSL is grant writing.

CREATION OF RECOMMENDATIONS FOR THE MSL COMMISSION:

Three new libraries applied to join the MSC. One of those is pending approval as MSC staff is waiting for some responses to a few issues. The issue with the library is that it is completely volunteer run and that raises some concerns which need addressed.

The MSC Director is in discussion with this library and will finalize the decision following that conversation.

Motion was made by Member Wight and seconded by several members to approve the recommendation for the new MSC libraries and the motion passed with Member Bartow abstaining, and no vote from Member Brookie online.

FY'16 LSTA RECOMMENDATIONS:

The council discussed all the items on the priority list and what fund should be utilized to pay for it. Cara updated the spreadsheet as members made decisions so that the final version could be approved.

CST will fund MMP new collections, new MSC libraries, FY17 OCLC Group Services contract, including ContentDM and Digital Archive. Funding assistance for the Courier will be paid through LSTA.

In the area of training and consulting, the intent of the discussion is to decide broad topics for spending with precise items being chosen by the staff. For example, a broad topic for training would be addressed by staff as they plan for another summer institute.

Total training budget includes \$43,000 from LSTA and \$7,000 from CST.

Funding for Montana Library2Go will be paid from LSTA.

A suggestion was made to add more FTE to Sara Grove's position which prompted State Librarian Stapp to summarize the last Executive Planning Process (EPP) as well as the direction this year. Both made additional FTE not a workable option. After discussion, the council members agreed that a lifelong learning literacy position FTE from LSTA funding which won't go through EPP should be implemented. They chose to add \$75,000 from LSTA to cover one FTE and operations. Additionally, a \$20,000 project budget for this position will come from CST.

Members chose to wait on considering broadband efforts to see the results of several other efforts that are currently in progress. No funding was assigned but they agreed broadband should be an EPP priority.

The lifelong learning position would free up some of the Statewide Projects Librarian position's time so the hope is that the position can engage in grant writing to bring in funding since it is a position funded through state funding and therefore able to do grant writing.

\$15,000 was marked for the LSTA evaluation. The DiscoverIt subscription should end when the current subscription period concludes. The statewide databases suite should decrease in the number of databases. The remaining funding of approximately \$104,000 in CST and LSTA was set as the amount to begin negotiations for the databases. Cost sharing is still an option if necessary.

Motion by Member Wight and seconded by Member Rossmann to accept the budget as has been discussed to forward to the commission, leaving the balance for database negotiations and the motion passed with no votes from those online.

COAL SEVERANCE TAX RECOMMENDATIONS:

This item was already discussed.

STAFFING RECOMMENDATIONS:

This item was already discussed.

EPP REQUEST SUGGESTIONS:

This item was already discussed.

PLANNING FOR CONTINUED USE OF THE TASK FORCE RECOMMENDATIONS BY THE NAC:

At the July retreat, members will use the project evaluation guide and the RIPL conference data roadmap and trifecta to help develop benchmarks for current Library Development projects and services. Training on creating benchmarks might also be something to consider for the July retreat.

PUBLIC COMMENTS:

Colet Bartow invited the members to the April commission meeting that is held in conjunction with the Montana Library Association Conference in Missoula as well as the 'conversations with commission' session the following day.

ADJOURNMENT:

The meeting adjourned at 4:03 p.m.