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**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
9:30 A.M., OCTOBER 12, 2016  
HELENA, MONTANA  
OR GOTOMEETING**

**ATTENDEES:**

Commissioners: Chairman Bruce Newell, Kenning Arlitsch, Colet Bartow, Connie Eissinger, Anne Kish, Aaron LaFromboise online, and Ken Wall

Staff: Dan Bachen, Eve Byron, Tracy Cook, Jessica Edwards, Evan Hammer, Kenny Ketner, Bryce Maxell, Tom Marino, Cara Orban online, Kris Schmitz, Jennie Stapp, Marlys Stark and Joe Tosoni.

Visitors: Honore Bray online, Pamela Benjamin online, Janeen Brookie, John Finn, Nancy Schmidt online and Debbie Wellman.

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

The longevity pin award agenda item will be moved to next meeting.

Kenning Arlitsch, the new commissioner, was introduced. New staff Eve Byron, Dan Bachen, Joe Tosoni, Jessica Edwards, and Kenny Ketner were all introduced.

**APPROVAL OF MINUTES:**

**One correction was identified. Under the Election of Commission Officers agenda item, it should read that Commissioner Newell rather than Bartow will be chair. Motion was made by Commissioner Eissinger and seconded by Commissioner Kish to approve the minutes as corrected and the motion passed with Commissioners Wall and Arlitsch abstaining.**

**STATE LIBRARIAN'S REPORT:**

There are no further information regarding the Executive Planning Process (EPP) requests although staff has been told that the proposed budget will likely be a status quo budget. State Librarian Stapp outlined the four budget requests for Commissioner Arlitsch. There will be legislative session training and information during the December meeting.

Library Legislative Day will be held January 18 at 5:30.

The Data Center migration is mostly complete with only the Montana Shared Catalog (MSC) servers still to be moved. Staff migrated our virtual server environment to one hosted by the State Information Technology Services Division (SITSD) at the State of

Montana Data Center. Staff is now working to migrate the physical MSC server to the floor of the data center. Staff will continue to analyze if virtual or physical or hosted methods will be better in the future for MSC. MSL has procured 80 terabytes of storage capacity in the new data center architecture. The website performance has improved for data heavy web pages with the new environment. MSL might receive some credit back for the machinery and might surplus some to make available to Helena College. The physical space will be used as Cindy's staging area and the generator will probably not be maintained. Staff are starting to explore sharing data with other agencies.

The physical space re-evaluation is constantly ongoing. Fish Wildlife and Parks (FWP) are moving out after the first of the year and the physical collection continues to shrink. After November 1, the photo interpreters space will be utilized by legislative services for a few months but discussion with the budget office on how the rent will be managed have not been finalized.

Government Printing Office members were here for the 50<sup>th</sup> anniversary of the federal document depository at MSL. MSL received a plaque for our service.

ESRI managed services costs continue to go down but some of the saving will go to offset migrating fees that weren't planned. MSL negotiated a contract involving 20 agencies and SITSD included those charges in cost projections to the Governor's Office for the coming biennium.

## **FY'17 FIRST QUARTER FISCAL REPORT:**

In August, the Commission was presented with the startup budget. The first quarter report brings in roll over grant and funds and includes all the other changes and adaptations necessary for the many funds that MSL manages.

**Motion was made by Commissioner Wall and seconded by Commissioner Bartow to approve the report as presented and the motion passed.**

## **FEDERATION FY'16 ANNUAL REPORTS:**

John Finn for Broad Valleys, Janeen Brookie for Golden Plains, Debbie Wellman for Pathfinder and Honore Bray online for Tamarack were all available to point out highlights of their reports and to answer questions. Tracy Cook represented Nancy Schmidt from South Central and Sonja Woods from Sagebrush.

Commissioners requested that perhaps the reports could be compiled to show the spending across the federations as well as multi type comparisons. They would also like to know what additional funding would be used for.

Janeen Brookie expressed special appreciation for the work Mike Price does.

**Motion was made by Commissioner Bartow and seconded by Commissioner Eissinger to approve the reports as presented and the motion passed.**

**Meeting was recessed for lunch at 11:55 a.m. Reconvened at 12:16 p.m.**

## **MONTANA NATURAL HERITAGE PROGRAM (NHP) MAPVIEWER OVERVIEW:**

Bryce Maxell gave an overview of the updated MapViewer web application found at <http://mtnhp.org/mapviewer/>.

## **STRATEGIC PLANNING PROCESS DISCUSSION & FY '17 COMMISSION WORK PLAN REVIEW:**

The LSTA 5-year evaluation is being conducted by Dr. Anthony Chow who was here in September for his internal visit. He will return for an external visit and will also be conducting a survey.

Tracy Cook, Cara Orban, and Bruce Newell all spoke briefly about the Research Institute for Public Libraries (RIPL) conference they attended. Tracy spoke on Samantha Becker's presentation of a triangle of goals focused on library values and some of the ways Tracy intends to use her model to move forward with MSL projects. Cara said it was very exciting and great timing for some of the things MSL is working on. Bruce commented that he got some ideas that helped in working on the strategic planning and heading into the legislative session. He would like a work session with the commission and strategic staff to discuss setting up strategic plan goals and directions.

The commissioners discussed where they are at with the strategic planning process and where they would like to move from here. Setting up task forces for reporting and funding will be tabled until the strategic plan itself is finalized. After the work session with the staff and as many commissioner as can come, the plan will be submitted to the broader library community and staff for comment and should be back as a final draft to the commission in December.

**The work session will be held at 1:00 p.m. October 17.**

## **COMMISSION CALENDAR:**

Commissioner Kish attended Broad Valleys phone meeting. Tracy Cook and Jennie Stapp went to South Central. Commissioner Wall will attend the National State Geographic Information Council conference. Commissioner LaFromboise will attend the Network Advisory Council meeting as well as Commissioner Bartow who is the OPI representative to that meeting. Commissioner Newell will attend the Montana Land Information Advisory Council meeting. Tamarack Federation meeting will have Commissioner Wall attending. Commissioner LaFromboise will attend Pathfinder. Commissioner Newell and Jennie Stapp and Tracy Cook will attend Sagebrush.

## **OTHER BUSINESS/ANNOUNCEMENTS:**

The Montana Association of Geographic Information Professionals is having their fall meeting in Billings and Commissioner Wall will attend. The Montana Association of Counties midwinter meeting is held the middle of February.

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**PUBLIC COMMENT:**

There was none received.

**ADJOURNMENT:**

**The meeting adjourned at 2:15 p.m.**

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