

MINUTES

MONTANA STATE LIBRARY COMMISSION

Montana State Library

Helena, Montana

October 15, 1997

ATTENDANCE

Commissioners Present: Chair Michael Schulz, Cheri Bergeron, Mary Doggett, Rosemary Garvey, Dorothy Laird, Harold Stearns

Commissioners Absent: David Johnson

State Library Staff Present: State Librarian Karen Strege, Allan Cox, Sue Jackson, Sandra Jarvie, Kris Schmitz, Darlene Staffeldt

Guests: Janice Bradley, Delores Drennen, Mary Ann Huso, Deborah Schlesinger

CALL TO ORDER:

Meeting was called to order by Chair Schulz at 8:35 a.m. Staffeldt introduced Sue Jackson, Federal Grants Coordinator at the State Library. There was no one who wished to address the Commission.

APPROVAL OF MINUTES

Doggett moved approval of the August 14th minutes. Bergeron seconded. Minutes were approved as presented.

ADMINISTRATIVE RULES CHANGES

Strege presented the changes to the administrative rules (ARM) 10.101.101 Agency Organization; and 10.101.203 Guidelines for Public Participation which were accepted by the Commission in August. She said there were no attendees at the public hearing on July 30, 1997, and no written comments were received. The changes to ARM 10.101.101 as proposed will decrease the size of the Library Services Advisory Council from fourteen to nine members and outline the procedure by which the Governor will appoint members to the Council. The changes to ARM 10.101.203 delete references to the months in which the State Library Commission will meet. It states, instead, that the Commission will meet six times per year, at approximately equal intervals.

STATE LIBRARY ASSISTANCE TO SCHOOLS

Strege reported that she and a group of librarians, as well as Commissioner Garvey, had met the previous morning with Superintendent Nancy Keenan and Nancy Coopersmith of the Office of Public Instruction to discuss the roles of the State Library and OPI in providing support for school libraries. Keenan told the group that reinstatement of the curriculum specialist positions at OPI is not the approach that OPI will take. Strege said she will always advocate partnerships with school libraries for use of LSTA funds and through other means, but she reiterated the opinion of our agency legal counsel that the State Library is not responsible for the developmental needs of school libraries.

Strege presented a draft "Policy Statement for School Libraries" which had been prepared by her and Chair Schulz, which states: "Cooperative efforts between school and public libraries will benefit all Montana citizens. . . The State Library will also offer school libraries the resources of its collections to supplement reference work and its consultants to develop multi type library projects. The State Library will work cooperatively with the Office of Public Instruction to improve school library services and to support the position of School Library Media Coordinator. " Strege said MLA is committed to continue working on this issue.

FY 97 FINANCIAL REPORT

Schmitz presented the financial report for the end of the fiscal year 1997. She said the State Library had been able to make up half the vacancy savings during the past fiscal year; the other half had been approved from the Budget Office contingency fund. The purchase of Folio software for the state documents program had been accomplished with the use of a portion of the operating budget. Four new contracts had been secured by NRIS toward the end of the fiscal year; all continue into FY 98. The total reverted to the general fund was \$2,436.

SPACE SOLUTIONS

Strege and management staff of the State Library have met with an architect and a planning officer from the Department of Administration about short-term solutions to space/overcrowding issues. \$40,000-\$48,000 is the estimate for accomplishing short-term solutions of moving the conference room downstairs, converting the Talking Book Library (TBL) machine room and the staff room into NRIS office space.

Strege identified three possible long-term solutions: build on a third floor, rent space offsite for NRIS or TBL, or construct a new building. Those options will cost from \$1 to \$2 million. She said any of the options would have to be requested through the Long Range Building Program.

FEDERATION COORDINATORS REPORT

Drennen shared written reports from the federations. She announced the federation coordinators retreat to be held the following day in Helena.

FCC DISCOUNTS

Strege said State Library staff have approved 50 technology plans from public libraries. With Bonnie Lorang of the Public Service Commission, they have also presented workshops on the E-rate in each of the federation areas. The application form for FCC discounts has been distributed in draft form. The applications must be submitted via the Web; the State Library will assist libraries which do not have such Internet access.

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LSCA ISSUES

Staffeldt announced that the federal program officer has determined that the Kalispell (Whitefish Branch) project of procuring shelving for their new building does not qualify under federal regulations. Therefore, that project will not receive the \$35,000 of FY 1997 LSCA that they had requested. The full \$100,000 of available funding will be awarded instead to the Dillon City Library project.

INFOMINE CONTRACT

Strege reminded the Commission that the State Library had signed a two-year contract to provide Internet service for public libraries with InfoMine of the Rockies

in August 1996. At the beginning of this fiscal year, the price was renegotiated to \$46,000 for this year, for only the 27 libraries that are currently connected. \$33,000 was appropriated by the Legislature; the remainder will come from unexpended LSCA projects and \$3,000 of LSTA funds. This is the last year that the State Library will fund this project. The Networking Task Force will investigate methods of future funding.

**ACADEMIC/
SPECIAL RETREAT**

Schulz reported on the Academic and Special Librarians retreat held at Sacajawea Inn in Three Forks. Mary Devlin of Portland led the group through the Myers-Briggs Personality exercise.

**SOUTH CENTRAL
HEADQUARTERS**

Strege shared a letter from the Parmly Billings Library Director stating that the library board of trustees had approved a resolution to discontinue the library's role as headquarters library effective June 30, 1998, and a second letter from the chair of the Lewistown Public Library Board offering to assume that role. Strege said she would recommend approval of the change. Lewistown Library Director Bradley said the workload for the Parmly Billings staff is the biggest factor in their wishing to relinquish the headquarters designation. She added that Lewistown will not continue the 800 number service if they become the headquarters. It will be replaced by other technologies, including a HomePage and possibly a listserv. She said she believes the federation concept is important, but feels that the structure is outdated and that the funding could accomplish more if pooled to accomplish projects of statewide impact.

The Commission discussed the Last Copy Fiction Pool at Parmly Billings Library and the fact that a significant amount of LSCA dollars have gone toward funding that state resource.

**NETWORKING
TASK FORCE**

Strege reported that the Networking Task Force held its first meeting September 10th; agenda items included interlibrary loan issues, Internet access and statewide licensing. The group will meet again December 5th.

**RURAL
LIBRARIES
CONFERENCE**

Staffeldt attended the Rural Libraries Conference held in Spokane. She said it was unfortunate that more Montana librarians were not able to attend. Greta Chapman, Lincoln County Library, and Mary Bushing, Renne Library, MSU-Bozeman were presenters.

WLN

Staffeldt announced the partnership between WLN and Ameritech Corp. Schlesinger responded that there are some compatibility issues to be resolved in local libraries as a result of that contract.

NEW STAFF

Staffeldt announced that two of the statewide technology librarians have been hired - Magi Malone for South Central and Sagebrush federations and John Finn for Pathfinder and Golden Plains federations. Although each will have consulting responsibilities for two federations, they will each also take the lead on one statewide project, i.e. Internet access and database licensing. The technology librarian for Broad Valleys and Tamarack federations will be hired soon.

Cox told the Commission that NRIS has a new Metadata Coordinator position, the first position of its kind in the nation. It has been filled by Kris Larson of GIS staff. There are also two positions open in the Natural Heritage Program, one of which is the director position.

**COMMISSION
RETREAT**

Schulz talked about the goal setting and personality typing that was done at the Commission retreat the day before.

ACTION ITEMS

- Administrative Rules** Laird moved "that we approve changes in administrative rules as presented." Doggett seconded. Motion approved unanimously.
- School Library Policy** Doggett moved "we accept the Policy Statement for School Libraries, amended to change Dept of Public Instruction to Office of Public Instruction." Bergeron seconded. Motion passed unanimously.
- Financial Report** Laird moved "that we accept the FY 97 financial report." Motion seconded by Garvey. Passed unanimously.
- Space Options** Bergeron moved "to direct State Librarian to explore Option 1 and bring it [recommendations] to us at the next meeting." Laird seconded. Motion passed unanimously.
- South Central Federation Headquarters** Doggett moved to "accept the resignation of Parmly Billings Library as Headquarters of South Central Federation and approve the appointment of Lewistown Public Library as Headquarters for South Central Federation." Bergeron seconded. Approval was unanimous.

LITERATURE SAMPLER

Strege pointed out the articles in Montana papers about the recording program for the Talking Book Library. She also noted the obituary of former state librarian Ruth Longworth.

STATE LIBRARIAN'S REPORT

Strege encouraged the Commission to see the Bonfire of Liberties exhibit and the new painting dedicated to architect Barry Rowe in the Justice/State Library building lobby. She announced that representatives of the Gates Foundation and Diane Frankel of the Institute of Museum and Library Services will be in attendance at the upcoming COSLA meeting in Boise. She shared with them the salaries of state librarians in surrounding states.

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OTHER BUSINESS

The Commission asked that a manual containing all Commission policies be compiled and presented to them at their February meeting. They asked Strege to send a letter to the Public Service Commission, commending Bonnie Lorang for her work with the universal access rules. Cox talked about a new interactive reference service provided by NRIS on the Internet which allows users to make their own maps.

The Commission will conduct a goal-setting session starting at 7:00 p.m. on December 2nd.

ADJOURNMENT

Meeting was adjourned at 2:12 p.m.