

# Montana State Library Commission

## April 15, 1998

**Attendees:** Dorothy Laird, Cheri Bergeron, Hal Stearns, Mike Schulz, Rosemary Garvey, Mary Doggett, and David Johnson (participated by conference call)

**Guests:** Royal Johnson, Karen Strege, Darlene Staffeldt, Amanda Christen, Lois Fitzpatrick, Dana Ruby, Sue Crispin, Debbie Schlesinger, Delores Drennen

### Introductions/Announcements

Strege introduced Sue Crispin, Director of the Heritage Program.

Laird announced that Schulz has been re-appointed for another term as a commissioner.

### Minutes Correction/Adoption

Strege clarified that Senator Burns is not a critic of the Erate program, but is concerned about bureaucratic waste.

Under ALA legislative day, delete Astate≅ to clarify federal legislators.

Change heading APathfinder Federation Headquarters≅ to AFederation Plans of Service.≅

Minutes were approved as corrected.

### Third Quarter Financial Report

Schmitz presented the financial report, noted the budget for the consultants is a grant which runs on a different fiscal year than the state, and clarified the source of the extra travel expenses.

### Federation Plans of Service

Darlene Staffeldt presented the plans of service, and noted that some Coordinators had been asked by MSL to consider the criteria and provide responses. All plans meet the criteria now, and were recommended for approval.

Discussion followed regarding participation of small libraries in federations and federation meetings.

### **Advisory Council Reports**

Sue Jackson reported that the LSCA/LSTA projects are progressing. The Missoula Public Library consultant has been working to set up the lab set up in time for the MLA conference. Jackson noted that though the original project planned for 9 laptops, since prices dropped, there was enough money to procure an additional laptop, to make a total of 10 in the lab.

Jackson reported that the Sheridan Public Library has had some trials and tribulations, but is now ready for ground breaking although the date has not yet been set regarding their construction project.

The Board at the Dillon Library has agreed to pursue final plans for the building remodel. Only one architect, Gary Levine, responded to the advertisement, however, they are very pleased with him, and he has worked with the State Historic Preservation Office (SHPO) previously. Next week the architect and board will hold an open workshop to solicit ideas and feedback.

Jackson reported that all libraries that applied for the LSTA projects for Internet connectivity have been contacted to determine final figures of total project cost. Jackson noted that each project seems to be under the projected expense of \$5-7000.

### **Networking Task Force Recommendations**

Strege reported that the task force looked at how reimbursements are being made, and the method of distribution, and decided not to change the model. However, they are recommending reimbursement on an annual basis rather than quarterly. In addition, the rule would require certification of competency with ILL procedures. by appropriate staff. Strege noted that the Commission does have the authority to change administrative rules, and that by making the reimbursements annual, would cut down considerably on administrative costs.

Strege reported that approximately 50 libraries have indicated an interest in participating in Ebscohost, and costs for each library are still being calculated. In addition, a statewide subscription is being negotiated with WLN for LaserCat. Strege also reported that the task force is looking into a statewide union catalog project for sharing catalogs between libraries, even though on different systems. Strege will probably ask the LSTA Advisory Council to fund the startup for this project, which will take years to complete. Strege advised that more information will be forthcoming as progress is made.

**Law Revision Task Force Recommendations**

Strege reported that the task force has prepared five recommendations which, if not developed through the summer, will not be considered by the Governor=s office. Strege noted that the recommendations need to be prioritized, and summarized each recommendation.

Discussion followed regarding clarification of formation of district libraries, support (or lack of) from the legislature, and potential prioritization.

**Review of Commission Statutes**

Strege reported the Law Revision=s request for Commissioners to review their own statutes, to be sure no changes are needed.

Discussion regarding current statutes, possible changes, whether inadequately served areas exist, and clarification of the purpose of MSL followed.

**Commission Goals**

Mike Schulz reported that the group has met three times, and has so far created a mission statement, which hopefully will be ready for action by the next meeting. Comments should be directed to MSL by May 29.

**Executive Planning Process (EPP) Issues**

Strege introduced Mary Anne Husso, the new budget analyst, summarized each item, and noted that the new initiatives are above the present law level. The commission needs to submit these to the Governor=s office by May 1, in priority order. Although these were prioritized earlier, the issue of NRIS funding has now been added to the list, and displaced another item.

Discussion regarding NRIS mission, summary of the EPP process, the potential for charging fees for service being suggested, and the necessity for support by the commission followed.

## **Review of Commission Policies**

Strege reported that in response to the Commission's request for their policies, MSL staff identified all the policies still believed to be in effect, and suggested appointing a subcommittee to review the policies and make recommendations.

The commission decided to create a subcommittee consisting of Strege, Garvey, and Doggett, who will report back in August.

Discussion followed regarding the types of policies in effect, whether standard personnel policies exist for all state agencies, concern for consistency, and potential for unlawful discharge suits.

### ***Acceptable Use Policy***

Staffeldt reported that librarians throughout the state are requesting this policy to help deal with the issue of computers and Internet in the library, and noted that the policy is in draft format. Comments should be directed to Staffeldt or Maggie Meredith.

Discussion followed regarding use by children versus adults, state employee use, and the need for training.

## **Reports**

### ***MLA***

Staffeldt reported that the upcoming MLA conference is the focus for many staff, with preparing agendas and speeches, etc., for the different workshops. She noted the theme of ATwo≡ which is to encourage attendees (upon return home) to talk to two people currently without knowledge about the library to engender support.

Staffeldt reported that the Montana City Schools put together a grant to get some archival materials in oral history form, to catalog and make available the materials, and asked for a corporate sponso. MLA signed on as such.

Letters regarding requiring filters in libraries participating in the Erate discounts have been sent to Senator Conrad Burns.

Strege noted that the State Library Update workshop has time scheduled for an update from the commission, as well as the other task forces, and asked that commissioners attempt to be present for this workshop.

### ***Standards***

Strege summarized the committee=s process for drafting the standards, and noted that the commission is seeing this draft again, this time with comments and feedback gathered from federation meetings and other workshops from around the state.

Strege reported that the document does not reflect a consensus, and noted that response to the standards varied widely from not wanting any standards to desiring even more.

Discussion followed regarding the concern of interfering with local control, general feelings regarding standards, and whether to tie standards to state aid.

### ***ALA Legislative Day***

Strege reported that she would be attending the conference, along with Lois Fitzpatrick, Mike Schulz, and Mary Doggett. Meetings with legislators have been set up for Tuesday, May 4, and background information has already been sent to each legislator in preparation for those meetings.

### ***Erate***

Magi Malone reported that the last day for applying for participation is today, with the requirement that the applications actually be physically in, not simply postmarked by today. Approximately 60 libraries have applied, and Malone has requested a count on the number of forms that have been submitted from Montana. Malone reported that libraries have to apply every year, and the next cycle begins in July 98 for participation in FY99. Malone reported that over 70% of Montana=s libraries have applied, and that Montana=s participation is by far the highest compared with other neighboring states.

### ***Heritage Program***

Sue Crispin, the new director of the Heritage Program, gave a slide presentation to familiarize commissioners with the program and restate the program=s mission, and noted that Montana=s program is known as the flagship program of the west.

### **Action Items**

#### ***Financial Report***

Doggett moved and Garvey seconded approval of the financial report.

#### ***Federation Plans of Service***

Broad Valleys

Schulz moved and Bergeron seconded approval, and the motion carried.

**Golden Plains**

Garvey moved and Bergeron seconded approval, and the motion carried.

**Pathfinder**

Bergeron moved and Doggett seconded approval, and the motion carried.

**Sagebrush**

Doggett moved and Schulz seconded approval, and the motion carried.

**South Central**

Johnson moved and Doggett seconded approval, and the motion carried.

**Tamarack**

Schulz moved and Garvey seconded approval, and the motion carried.

***Changes in ILL Reimbursements***

Johnson proposed language changes from Atelefacsimile≅ to Afax.≅

Schulz moved to approve the change in the administrative rule as outlined in Strege=s memo of April 1, 1998, and the motion was seconded by Johnson.

Johnson moved to amend the proposed changes by substituting Afax≅ for Atelefacsimile≅ and to make the other references consistent with that change. Bergeron seconded the amendment, and the amendment carried.

Members voted on the entire motion, and the motion carried.

***Law Revision Task Force Recommendations***

Schulz moved to accept the five recommendations submitted by the task force. The motion was seconded by Garvey, and carried.

Schulz moved to prioritize the recommendations, but after discussion, withdrew the motion.

Schulz moved to combine the 2, 3, and 4 recommendations into one housekeeping bill, and the motion was seconded by Doggett. The motion carried.

Schulz moved to prioritize the three remaining recommendations as follows:

1. Amend Multi jurisdiction Law
2. District Library Law

**3. Combined Housekeeping Bill**

The motion was seconded, but failed.

Garvey moved to prioritize the recommendations as follows:

1. District Library Law
2. Amend Multi jurisdiction Law
3. Combined Housekeeping Bill

Johnson seconded the motion, and the motion carried.

***EPP Issues***

Bergeron moved to accept and prioritize the recommendations as follows:

1. Purchase of electronic database
2. NRIS funding
3. TBL circulation clerk
4. Decrease dependence on federal funding
5. Spatial information access server

Schulz seconded the motion.

Discussion followed.

Moved to amend prioritization to list decreases dependence on federal funds to priority number five, and list spacial information access as priority number 4. The motion was seconded by Doggett, and the amendment carried.

The motion to forward the recommendations carried, and the issues were prioritized as follows:

1. Purchase of electronic database
2. NRIS funding
3. TBL circulation clerk
4. Spatial information access server
5. Decrease dependence on federal funding

***Acceptable Use Policy***

Doggett moved to postpone action on this policy to the June meeting. The motion was seconded by Schulz and carried.

**Library Literature Sampler**

Strege highlighted items of particular interest in the sampler.

**State Librarian=s Report**

Strege reported that the full report was included in the mailing, but added that the Teton County libraries have been reestablished by a vote of 82%. She noted that Columbia Falls did not approve a Harmful to minors ordinance but that the vote was close.

Strege reported that the remodeling is finished, and invited attendees to view the end product.

The NRIS Director position was reopened, and interviews will take place the third week of May.

Staffeldt clarified the honor roll listing, the criteria that must be met to get on the honor roll, and agreed to get a new list distributed.

**Meeting Adjourned**