

## MEMO

**To:** State Library Commission  
**From:** Darlene Staffeldt, Sue Jackson  
**Re:** Collection Management Honor Roll 2000  
**Date:** March 27, 2001

The four criteria for the Commission's Collection Management Honor Roll are:

- 1) Library has an approved Collection Management Policy on file at MSL;
- 2) Library's Policy has been appropriately updated and is current;
- 3) Over 50% of the library's titles are entered on the OCLC database;
- 4) Library has been actively updating the OCLC/WLN database for at least the past three years.

Preparation of the 2000 Honor Roll began in November with a mailing to all libraries having collection management policies on file at MSL giving the status of that policy (current, approved, revision needed, etc.). Several notices were also placed on wired-mt announcing the Honor Roll and its criteria, and offering assistance/guidelines to libraries interested in writing a new policy or revising an existing policy.

During the last four months, librarians have been sending policy updates or revisions in order to meet the first two requirements listed above. Darlene reviewed each policy that was received. Following this review, comments were sent to the libraries in electronic format.

In late March, a list of libraries having current and approved policies was sent to OCLC requesting holdings data for these libraries. From the information OCLC compiled, we determine which libraries met the final two criteria needed to make the Honor Roll. One dilemma posed by the OCLC data was that some school districts require a single collection management policy for the entire district, but only the high school submits holdings records to OCLC. In these cases, we are recommending that the Honor Roll listing be for the high school library and not the entire district.

Attached is the list of libraries we recommend for the 2000 Honor Roll. This includes nine academic libraries, thirty-two public libraries, six school libraries and one special library, for a total of forty-eight libraries (compared to forty-two libraries in 1999). Of these, ten are libraries that were not on the Honor Roll last year. The Honor Roll will be announced during the MLA Conference awards luncheon on April 28<sup>th</sup> in Kalispell.

## RECOMMENDATIONS FOR COLLECTION MANAGEMENT HONOR ROLL 2000

### **Academic Libraries**

Billings, Rocky Mountain College Library  
Glendive, Dawson Community College Library  
Great Falls, MSU College of Technology – Great Falls Library  
Great Falls, University of Great Falls Library  
Havre, Montana State University – Northern Library  
Helena, Helena College of Technology of the UM Library  
Kalispell, Flathead Valley Community College Library  
Pablo, Salish-Kootenai College Library  
Poplar, Fort Peck Community College Tribal Library

### **Public Libraries**

Baker, Fallon County Library  
Billings, Parmly Billings Library  
Bozeman, Bozeman Public Library  
Butte, Butte-Silver Bow Public Library  
Cascade, Wedsworth Memorial Library  
Chinook, Blaine County Library  
Cut Bank, Glacier County Library  
Deer Lodge, Wm. K. Kohrs Memorial Library  
Dillon, Dillon City Library  
Ennis, Madison Valley Public Library  
Fairfield, Fairfield-Teton Public Library  
Glasgow, Glasgow City County Library  
Glendive, Glendive Public Library  
Hamilton, Bitterroot Public Library  
Hardin, Big Horn County Library  
Harlem, Harlem Public Library  
Havre, Havre-Hill County Library  
Helena, Lewis & Clark Public Library  
Hot Springs, Preston Hot Springs Town County Library  
Kalispell, Flathead County Library  
Lewistown, Lewistown Public Library  
Libby, Lincoln County Public Library  
Miles City, Miles City Public Library  
Missoula, Missoula Public Library  
Plains, Plains District Library  
Plentywood, Sheridan County Library  
Polson, Polson City Library  
Scobey, Daniels County Library  
Sidney, Sidney Public Library  
Valier, Valier Public Library  
West Yellowstone, West Yellowstone Public Library  
Wibaux, Wibaux Public Library

**School Libraries**

Eureka, Eureka Elementary K-8 School Library  
Glendive, Dawson County High School Library  
Kalispell, Flathead High School Library  
Libby, Libby High School Library  
Livingston, Park High School Library  
Sidney, Sidney High School Library

**Special Libraries**

Billings, TRIC/PLUK Library