

Memo

To: Darlene Staffeldt
State Librarian

To: Montana State Library
Commission

From: Bob Cooper, Director
Statewide Library Resources

From: Darlene Staffeldt
State Librarian

Date: March 24, 2010

Re: Recommendations from the Network Advisory Council 3/23/10 meeting

The following brief summary reflects the Council's discussions and recommendations. Agenda as well as other meeting materials can be found at:

http://msl.mt.gov/About_MSL/network_advisory_council/network_tf_materials.asp

I. ADMINISTRATIVE CONSIDERATIONS

Discussion on Council Organizational Structure:

The history, function, and governance of the Council was reviewed. The Council suggested that future open appointments to the Council made by the State Librarian would benefit from the following:

- Announcement on Wired-MT of the availability of an open seat on the Council two weeks or more in advance of the seat being filled (Note: some vacant seats on the Council will not be announced for recruitment purposes because they are designated to be filled by an agency-determined representative from a specified agency/organization like the Office of Public Instruction)
- Availability of a Council mission statement, membership composition and criteria, and a job description explaining what is expected of a Council member
- An online form which individuals interested in serving on the Council can use to inform the State Librarian of their interest
- Division of the "Small Academic, Community and Tribal Colleges" category to allow for the addition of a separate category just for Tribal College representation.

II. LSTA BUDGET ITEMS

RECOMMENDATION #1: The Council recommends that the following new member library applicants be accepted for membership in the Montana Shared Catalog (MSC):

Absarokee Schools
 Darby School District
 Glacier County Library (Cut Bank)
 Havre-Hill Consortium (includes Havre-Hill County Library, five Havre Public School Libraries, Liberty County Library, Blaine County Library, Harlem Public Library, Big Sandy Branch Library and the Galata School District Library)
 Libby Schools
 Noxon Public School
 Petroleum School Community Library (Winnett)
 Sheridan County
 Sidney/Richland County Library
 Simms Schools
 Summit Preparatory School (Kalispell)

Note: The LSTA-supported costs for bringing these libraries into the MSC are included in the Council's LSTA FY 2009 Reassigned Funds and LSTA FY 2010 budget recommendations which total approximately \$143,000. The chart below includes preliminary cost estimates for the applicant libraries to join the MSC. Data Migration costs of approximately \$10,000 are not reflected in this chart but are included in the total LSTA funding recommended by the Council.

Library	Paid to Vendor LSTA Money	Paid to MSC (own money)	Paid to Others (own money)	Total Cost (LSTA + own money)
Absarokee School	\$6,530.00	\$578.00	\$898.00	\$8,006.00
Darby School	\$6,080.00	\$555.00	\$770.00	\$7,405.00
Glacier County	\$14,967.03	\$879.00	\$2,259.00	\$18,105.03
Havre-Hill Consortium	\$47,068.76	\$2,566.00	\$0.00	\$49,634.76
Libby Schools	\$9,770.00	\$700.00	\$1,522.00	\$11,992.00
Noxon Public School	\$4,560.00	\$755.00	\$610.00	\$5,925.00
Petroleum School Community Library	\$6,800.00	\$660.00	\$1,081.00	\$8,541.00
Sheridan County	\$13,755.54	\$815.00	\$1,605.00	\$16,175.54

Sidney/Richland County	\$12,784.90	\$710.00	\$1,340.00	\$14,834.90
Summit Prep School	\$4,440.00	\$486.00	\$361.00	\$5,287.00
Sun River Valley/Simms Schools	\$5,850.00	\$518.00	\$799.00	\$7,167.00

RECOMMENDATION #2: The Council recommends that Phase I of the WorldCat Local Pilot continue but that the selection of Phase 2 libraries be canceled and \$25,513 of the LSTA FY09 funds assigned to this project be reassigned and put toward the cost of the MT-OCLC Group Services contract with the intent to reduce individual library participation costs.

Note: The Council determined that the first phase of this WorldCat Local Pilot is providing sufficient information and it is now clearly indicated that a second phase will not be of substantial additional benefit. The possibility was acknowledged that the Council may want to do some additional pilot work with WorldCat Local at some point in the future after certain conditions change.

RECOMMENDATION #3: The Council recommends that LSTA support for the Question Point software and 24/7 Coverage used by the Ask Montana virtual reference consortium be discontinued.

Note: The Council determined that although the Ask Montana virtual reference project has demonstrated that it has value, the number of users impacted by the program has not proven sufficient to justify continued LSTA support. Although the Council was forced to focus on cost efficiency and benefit analysis in this matter, it acknowledged the hard work contributed to Ask Montana by Betsy Garlish, Tracy Cook, and the librarians participating in providing this service. The Council voiced its appreciation of the benefits which have been provided to Montana libraries and citizens by Ask Montana.

RECOMMENDATION #4: The Council recommends that \$19,371 of previously unassigned LSTA FY 09 funds be assigned to partially fund costs associated with bringing the new MSC applicant libraries specified in Recommendation #1 into the MSC.

Note: Due to the complexity of the multi-year budget work undertaken by the Council at this meeting, some budget items were given individual action by the Council, while other budget items were grouped together under a single action. Thus, in some cases, such as in this Recommendation #4, the Council provided some funding for a project like the MSC new libraries with the intention of providing additional support for the project in a group of budget items to be covered by another action and resulting recommendation.

RECOMMENDATION #5: The Council recommends adoption of the LSTA FY10 proposed additional projects budget accompanying this memo.

RECOMMENDATION #6: Through earlier Recommendation #2 and #5 in this memo, the Council acknowledges that it has recommended a total of \$60,513 from remaining LSTA FY09 funds and current LSTA FY10 funds be directed toward the cost of the MT-OCLC Group Services contract with the intent to reduce individual library participation costs. The Council recommends that \$60,000 of this type of LSTA support be continued in future years to help Montana libraries maintain access to the vital library services provided through this contract.

III. GUIDANCE FROM COUNCIL FOR MANAGEMENT OF CERTAIN MSL STATEWIDE PROJECTS

Statewide Database Contracts

The Council advised MSL against pursuing at this time a Request for Proposal process to replace existing statewide database contracts. Acknowledging that the current contracts cannot be renewed without some adjustments because there are insufficient funds available to fully support the current database package, the Council advised MSL to attempt to renegotiate within allowable parameters the current contracts. It is hoped that a reasonable arrangement can be made for the coming year to maintain the best core of databases possible.

Courier Pilot Project

Although the Council discussed the fact that the Courier Pilot Project was only now poised to launch after months of contract delays, it provided MSL direction to move ahead with a small increase in the number of supported drop sites. Council discussion determined that the potential success of the project would be enhanced by having more libraries participate as a result of increased drop site availability. Funding to support the inclusion of the additional drop sites is available from the monies provided specifically to this project during the 2009 legislative session.