

# DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
10:00 A.M., JUNE 9, 2010  
GRIZZLY ROOM, MONTANA STATE LIBRARY  
HELENA, MONTANA**

## **ATTENDEES:**

Commissioners: Chairman Don Allen, Bonnie Allen, Colet Bartow, Marsha Hinch, Lee Phillips, Richard Quillin and Anita Scheetz.

Staff: Ken Adams, Christie Briggs, Tracy Cook, Bob Cooper, Bridgett Johnson, Jim Kammerer, Martin Landry, Bryce Maxell, Kris Schmitz, Darlene Staffeldt, Jennie Stapp and Marlys Stark.

Visitors: Brett Allen, Honore Bray, Janeen Brookie, Kim Crowley, Judy Hart and Kate Lewis.

**Chairman Allen called the meeting to order at 10:02 a.m.** Christie Briggs introduced Martin Landry who has accepted the position of Reader's Advisor in Talking Books.

## **MINUTES:**

**Corrections to the April minutes are that the reference to video net in the second paragraph of page two should actually read visionnet and under commission goals on page three, the name should be Christin rather than Christian.**

**Commissioner Bartow made a motion, seconded by Commissioner Quillin to approve the minutes as corrected and the motion passed.**

## **STATE LIBRARIAN'S REPORT:**

The broadband funding grant process has been time consuming. Some staff members received due diligence training and now after several phone calls and e-mails appear to be done with the due diligence portion of the process and thus one step closer to the actual grant. State Librarian Staffeldt will be going to the American Library Association (ALA) meeting in Washington to meet with the grant team. The Gates Foundation is funding the flight and a couple of nights stay. The actual time of the grant award announcement will be either June or September. An additional funding grant was written so that if the Broadband Technology Opportunities Program (BTOP) grant comes through there will be a two day convening with Connect Nation, key MSL staff and participating library representatives. If the BTOP grant is received, funding will likely begin October 1st as it is a federal grant. Publicity for the grant is being worked on. The staff feels good about Montana's chance to be awarded one of the grants.

Duane Lund received the Montana Association of Geographic Information Professionals (MAGIP) distinguished achievement award this year.

SWIM scholarship grants have been awarded to 50 applicants, including Jess Tobin and 18 other Montana recipients. The signed agreements are due the 15th and the announcements will be made only after those are returned.

FY09 achievements are up on the website.

The Treasure Hunt trivia was very successful. Use at the tracked libraries did increase. There were 1500 entries received. Participating libraries are listed online. Winning elementary schools got a pizza party and individual winners received an iPod touch. The program is being refined based on what was learned this year and libraries will receive notification sooner next year.

The Courier Pilot project seems to be working well. The first snapshot showed 150 items being moved per week and the next snapshot showed 350 items. Bozeman and Miles City were added as drop sites and Missoula will be added soon. The drop sites are reporting good experiences but traffic currently is mostly from the drop sites. Library participation increase is anticipated soon. The project is exceeding expectations for traffic movement at this time. Only one served library is currently paying the courier to get items to drop sites, all other libraries are finding other solutions. Medical Logistics has been a very good vendor.

## **FEDERATION PLANS OF SERVICE:**

Representatives for all federations gave brief summaries of their federation, the number and types of libraries and then went through their programs and what they wanted to do with them this year. Changes this year include a shift to more technology and continuing education. They also announced their next planned meetings.

Golden Plains is tentatively planning to meet on September 9. Tamarack will restructure their meetings to have a two day, three track meeting in the fall. Pathfinder holds meetings the first Thursday of May and October in Fort Benton. September 18 in Parmly is the next South Central meeting. Broad Valleys will hold a teleconference in the fall and then meet for a 2 day retreat on March 4 & 5, most likely in Butte. The next meeting of Sagebrush is in Miles City on November 6.

## **FY11 STATE LIBRARY BUDGET:**

Kris Schmitz reviewed the reports that she prints for the commission and what they mean. She then briefly went over what the budget will look like and how it will evolve as the year progresses.

## **ADMINISTRATIVE RULES OF MONTANA (ARM) - PUBLIC LIBRARY STANDARDS:**

State Librarian Staffeldt and staff are recommending adoption of the amendments with one change from that previously proposed. In response to written comments received regarding requiring meetings occurring every other month the wording has been changed to 6 meetings a year with no gap of more than 90 days between meetings.

## **POLICIES:**

### 1. Circulation Policy

The current policy includes procedural items as well as some unnecessary verbiage. This proposed policy reduces the document to contain only policy.

## 2. Collection Management Honor Roll criterion

Staff feels that local library boards should approve the collection management policy rather than MSL. MSL staff will still review if requested and an approved policy is still required for the honor roll.

### **ACTION ITEMS:**

#### 1. Federation Plans of Service

**Commission Bartow made a motion, seconded by Commissioner Hinch, to accept the plans of service as presented.**

#### 2. FY11 State Library Budget

**Commissioner Scheetz made a motion to accept the FY11 budget as presented. Commissioner Bartow seconded the motion and the motion passed.**

#### 3. ARM - Public Library Standards

**Motion made by Commissioner Quillin to accept the ARM Public Library Standards as changed. The motion passed.**

### **COMMISSION GOALS AND OBJECTIVES:**

Based on their discussion to this point and the 2005 strategic marketing plan, the commission will develop a base plan which will be evaluated and edited to match with their current goals as time passes.

Commissioners Hinch and Scheetz attended federation meetings this spring.

### **CALENDAR:**

The August meeting will be in Ennis and there will be no organized library visits although it would be nice for commissioners to make some stops on their way. If individual visits are planned, the commissioners can notify MSL staff and they will notify the library to prepare for a visit.

The October meeting could be held via video conference.

### **PUBLIC COMMENT:**

There was no public comment.

### **ADJOURNMENT:**

**The chairman adjourned the meeting at 2:33 p.m.**