

DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING
1:00 P.M., MAY 23, 2011
TELECONFERENCE**

ATTENDEES:

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

Staff: Sarah McHugh, Kris Schmitz, Darlene Staffeldt, Jennie Stapp and Marlys Stark.

Visitors: Vera Abrams.

Chairman Allen called the meeting to order at 1:04 p.m.

MEETING THE 5% BUDGET REDUCTIONS:

The state budget has been passed with a required five percent permanent reduction in personnel (2.25 FTE), an operations reduction and four percent vacancy savings from the general fund as well as a reduction in coal tax. The commission discussed the recommendations from the State Librarian as to how to meet those required cuts. These recommendations were reached after several months of discussion with the managers based on what would impact the library and offered services the least.

Recommendations for the permanent FTE reductions were to release the open Content Specialist for Natural Resources Information position, to release the Statewide Library Resources Administrative and Training Support position which would result in a reduction in force for the person in that position and to reduce the Accounting Technician position from .75 FTE to .5 FTE.

The recommendation for the operations reduction was to have a 60 percent reduction in the equipment budget which will be mostly absorbed by the move from the three year replacement schedule to a five year schedule.

The coal tax reduction recommendation is to reduce the amount of digitization that is being done and to let some of the online specialized database subscriptions go.

At this time, the recommendation for the four percent vacancy savings is that any general fund positions that come vacant will be held open for a month before advertising them to be filled. This will be affected by possible retirements as well as whether positions actually come open. There was no contingency fund voted into place this session so the status of this will have to be continually monitored and further action may become necessary as each fiscal year moves forward.

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Motion was made by Commissioner Quillin and seconded by Commissioner Bartow to accept the budget reduction recommendations from State Librarian Staffeldt as presented and the motion passed unanimously.

PROXY VOTES:

In order for a proxy vote to be accepted, the commissioner bylaws would need to be changed to allow for it. In an e-mail to the commission, Commissioner Hinch (the originator of the topic) stated that after further thought and research she felt it wasn't worth it for the commission and therefore didn't feel it deserved any consideration or discussion at this time. A copy of that e-mail has been placed with the official records of the commission. Commissioners felt that if a commissioner is not able to attend a meeting but would like their opinion to be considered, they should either share with another commissioner who will put forward their opinion during the meeting or present something in writing that can be entered into the record. Since it is very rare that an item up for discussion receives much of a split vote, the commissioners agreed that was all that was necessary at this time.

PUBLIC COMMENT:

There was no public comment received.

ADJOURNMENT:

The chairman adjourned the meeting at 1:34 p.m.

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