

# DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
10:00 A.M., DECEMBER 7, 2011  
HELENA, MONTANA**

**ATTENDEES:**

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

Staff: Ken Adams, Liz Babbitt, Carol Churchill, Tracy Cook, Sara Groves, Evan Hammer, Sue Jackson, Jim Kammerer, Duane Lund, Sarah McHugh, Kris Schmitz, Marjorie Smith, Jennie Stapp and Marlys Stark.

Visitors: Brett Allen, Honore Bray, Janeen Brookie, Judy Hart, Molly Kruckenberg, Kate Lewis and Sonja Woods.

**Chairman Allen called the meeting to order at 10:02 a.m.**

**MINUTES:**

**Motion was made by Commissioner Bartow and seconded by Commissioner Scheetz to approve the October 12 minutes as presented and the motion passed.**

**Motion was made by Commissioner Bartow and seconded by Commissioner Quillin to approve the November 4 minutes as presented and the motion passed.**

**Motion was made by Commissioner Bartow and seconded by Commissioner Quillin to approve the November 14 minutes as presented and the motion passed.**

**Motion was made by Commissioner Bartow and seconded by Commissioner Scheetz to approve the November 21 minutes as presented and the motion passed.**

**STATE LIBRARY'S REPORT:**

The Legislative Audit was finalized and the official released copy is out. State Library received an unqualified opinion with no recommendations.

The commission had no questions regarding the reports but had several complimentary comments regarding the work being done.

**FEDERATION FY'11 ANNUAL REPORTS:**

Janeen Brookie for Golden Plains, Honore Bray for Tamarack, Judy Hart for Broad Valleys, Brett Allen for Pathfinder, Kate Lewis for South Central and Sonja Woods for

Sagebrush Federation were all available to give brief summaries of the materials presented and to answer questions regarding those materials. Most of the federation announced their next meetings. Golden Plains is Thursday, April 26 in Wolf Point, Tamarack will be May 19 and 19, Broad Valleys March 9 and 10 in Butte, Pathfinder meets the 3<sup>rd</sup> Thursday in May and South Central will meet in March at the Carnegie Library.

## **NETWORK ADVISORY COUNCIL (NAC) REPORT:**

Since there was no gap money needed for the OCLC group services contract and part of the MSC cost for new libraries was covered by FY10 LSTA, there is \$53,970 of FY11 LSTA to reallocate. The NAC recommends the funds go to three areas.

1.) \$19,000 to fund Summer Institute 2012 which would provide training aimed at library directors, in particular new directors. There would be a large variety of topics focused on library directors and would probably be held on a college campus so dorms could be used. In the past, the training lasted anywhere from three days to a week and has had between 30 and 40 attendees. The Summer Institute has not been offered for several years.

2.) The Montana Memory Project (MMP) Executive Committee suggested adding a ¾ time technical support position and beefing up some of the infrastructure using the \$24,970 recommended by the NAC. The position would be contracted through the State Library and the rest of the money would go for travel, training and other support. Local grant program opportunities are also being evaluated. Digital content available through the MMP has more than doubled in the last year and would likely continue to increase if a technical support position with additional hours is available.

3.) The remaining \$10,000 would be used to purchase additional content for MontanaLibrary2Go.

The Montana Shared Catalog (MSC) Request for Proposal (RFP) for a new Integrated Library System (ILS) is underway. The NAC will consider the results of the RFP at their May meeting and they, in turn, will present a recommendation along with the results to the commission in their June meeting. **The commission requested a list of the RFP review committee.**

## **LONG RANGE PLAN UPDATE:**

The plan has been updated from the August version. Comments were accepted and responded to. The draft is not yet ready for action but comments and feedback should be submitted to Jennie via e-mail. Commissioner Phillips presented an edited version of the draft with different language that she felt had the same intent. Commissioner B. Allen felt that core responsibilities in the goal statement should be clarified and that the statute should be attached to the long range goals.

## **OTHER BUSINESS:**

The Montana Land Information Act Council met yesterday for the first time under MSL. The land plan with some grant application changes was approved and the commission will see that at the next meeting.

Statewide Library Resources (SLR) and Broadband Technologies Opportunities Program (BTOP) staff had a retreat with a facilitator Monday that went very well.

## **PUBLIC COMMENT:**

Judy Hart reported that some lobbying work is underway during the Interim and for the upcoming session.

## **ACTION ITEMS:**

### 1. Federation FY'11 Annual Reports

**Motion was made by Commissioner Hinch and seconded by Commissioner Quillin to approve the reports as presented and the motion passed.**

### 2. LSTA FY'11 Budget Assignments

**Motion was made by Commissioner B. Allen and seconded by Commissioner Bartow to approve the NAC recommendations as presented and the motion passed.**

### 3. 2012 Meeting Dates

**Motion was made by Commissioner B. Allen and seconded by Commissioner Hinch to approve the Commission calendar dates as presented with the April Commission meeting to be held April 11 in Big Sky at the Montana Library Association and the motion passed.**

## **EXECUTIVE SESSION:**

The chairman closed the meeting for an executive session at 12:58 p.m. It was reopened to the public at 2:05 p.m.

## **STATE LIBRARIAN RECRUITMENT:**

**Motion was made by Commissioner B. Allen and seconded by Commissioner Scheetz to accept the salary proposal from Jennie Stapp and to extend sincere thanks and appreciation to her and the motion passed.**

## **ELECTION OF OFFICERS:**

**Commissioner Bartow nominated Commissioner Quillin as chair and nominations were closed. Commissioner Quillin will be chair.**

**DRAFT**

**Commissioner Quillin nominated Commissioner Phillips as vice-chair and nominations were closed. Commissioner Phillips will be vice-chair.**

**ANNOUNCEMENTS:**

Commissioner B. Allen will no longer be serving on the commission as she is moving out of state to pursue other opportunities. Brent Roberts from MSU-Billings has been appointed by as the new designee of the Commissioner of Higher Education.

**ADJOURNMENT:**

**The chairman adjourned the meeting at 2:11 p.m.**

**DRAFT**