

NETWORK ADVISORY COUNCIL (NAC)

Tuesday, March 6, 2012

Montana State Library, Helena MT

ATTENDEES:

Council Members: Brett Allen, Gale Bacon, Colet Bartow, Barry Brown, Beth Chestnut, Renee Goss, Joan Hantz, Debra Kramer, Sarah McHugh, Elisa McLaughlin, Lee Miller and Ann Rutherford. Molly Kruckenberg, Kathy Mora, Bruce Newell and Doralyn Rossmann were excused.

MSL Staff: Ken Adams, Liz Babbitt, Donci Bardash, Katie Beall, Jennifer Birnel, Jo Flick, Sara Groves, Sue Jackson, Suzanne Reymer, Jennie Stapp and Marlys Stark.

Chairman McHugh called the meeting to order at 9:33 a.m.

APPROVAL OF MINUTES:

A motion was made by Member Bacon and seconded by Member Rutherford to approve the minutes from the November 3, 2011 meeting as presented and the motion passed.

STATE LIBRARIAN UPDATE:

State Librarian Stapp shared some of her vision for the future of the State Library. State agencies will be receiving the first set of instructions for the Executive Planning Process (EPP) within the next couple of weeks. The final EPP submission is due to the governor's office in early May. The GIS Taskforce work will be continued on through the EPP process by combining NRIS and BSMC through a statute change instead of continuing on as currently being done through an interagency agreement.

The state librarian will be doing a lot of traveling this spring including attending all the federation meetings, library and GIS association conferences, MLIAC, NLLD and Commission meetings and conducting library visits.

The April commission meeting will be conducted during MLA conference at Big Sky in April. The new long range plan will be adopted at that meeting. The commission will also hold a 'conversations with commissioners' workshop during MLA to discuss legislation and other items of interest. There will be at least one opening on the commission this year as Don Allen will not be reapplying.

LSTA FIVE YEAR EVALUATION REPORT:

As an IMLS requirement, all states are required to have an independent evaluation done the last year of their current five year plan. IMLS is interested in the results pertaining to the past

plan and MSL uses the plan for establishing the next five year plan. The bid request was put out later than usual and Communication & Management Service (CMS) was the only company that submitted a bid. They are not library consultants but they did get the contract. Perhaps the lack of a library background has been detrimental to the process but the process and results so far have not been satisfactory.

Since this is an independent contract, not much editing or changing is allowed to the draft but comments or ideas to take to CMS to improve the evaluation process are encouraged. Errors or omissions can be submitted also. Comments need to be input before the final document is submitted. The final draft will go to the Commission on March 28 and must be submitted to IMLS on March 30.

Suggestions for CMS include the following comments. Focus group numbers should be included to get an idea of how many respondents there were. There were surveys set up on certain pages but that information doesn't seem to be included in the report. Also evaluations and surveys from previous years in the five years to be evaluated were included in the information provided to CMS but those also don't seem to be included. A patron based survey on Montana Library Day could be done to include in the outcome based evaluations already completed.

MSC RFP EVALUATION COMMITTEE REPORT AND NEXT STEPS:

The evaluation was done March 5 on the remaining qualified vendor responses after the submissions by Innovative and Equinox Evergreen were refused by procurement. The five qualified vendors evaluated were SirsiDynix, OCLC, Liblime, Polaris and ByWater.

The process went well with a lot of homework and a good relationship with procurement being key factors. The committee consisted of a good assortment of all library types and both MSC and non-MSC librarians

The scoring was a consensus scoring with total possible points of 3600, 500 of which will be possible when vendors are asked to come back to do a presentation. Out of the possible 3100 points available to be earned during the evaluation on March 5. ByWater scored 1897, Polaris 2081, Liblime 2315, OCLC 2496 and SirsiDynix 2555. OCLC had a lot of programs that were 'on the horizon' but not yet realized. SirsiDynix included enhancements to their bid that will be in the next upgrade that are not being used by MSC yet.

The top four scorers, SirsiDynix, OCLC, Liblime and Polaris, will do vendor presentations to the committee on March 26. Before the presentations, guest accounts will be set up to allow all MSC members to test these products.

After the vendor presentations, the evaluation committee's recommendation of a finalist will go to the MSC Executive committee and then the MSC membership. The finalist will be invited to present a demonstration at the MSC Spring Membership Meeting on May 5 in Lewistown. The NAC will review the membership vote at their May 15 meeting and the Commission will vote on the MSC and NAC recommendation in June.

BTOP PUBLIC COMPUTING CENTER PROJECT:

The broadband upgrades are going well. BTOP staff is working with e-rate to bring things up. Virginia City is the only site below 1.5. Jennifer had almost 500 hits on her blog in February with 100 in March so far. Archived recordings of webinars are posted there.

Webjunction available statewide will be launched by April. Technology related materials are the focus but other programs will be accessible. UNT will continue to offer reduced courses through Webjunction. Training will be rolled on in phase with pre-enrollment for BTOP members offered first and open enrollment following. There will be 350 seats. The blog is at jbrnel.wordpress.com although everything will eventually migrate to Webjunction also.

There have been about 2000 hits on launch sites so they will be redesigned to have popular resources found easier. Next month remaining Gates funds will be used to perform a feasibility study on how to maintain access after the BTOP grant is over.

BTOP libraries are being asked to submit request for scanners to digitize materials.

EnvisionWare is pulling back from what was included in the RFP. They promised onsite installation at \$1,000 per site but say they misspoke themselves. If they follow through on the RFP agreement, installation should be completed by the end of April.

FY13 OCLC GROUP SERVICES, STATEWIDE DATABASES:

CONTENTdm costs went up slightly and OCLC is raising prices this year. All libraries have full cataloging access now. Enrollment in FY2013 OCLC Group Services opens in May with invoices sent out by OCLC to libraries in August. There will be another push out in September so the gap, if any, will be determined in October.

The statewide EBSCO databases and Tutor.com (HomeworkMT) are all live now.

MONTANA MEMORY, MONTANALIBRARY2GO, INTEGRATED DISCOVERY SERVICE:

Katie Beall has been hired through WestStaff for the technical support position in MMP. Her orientation will last about a month and then she will be in the field assisting and training librarians with the MMP.

The Montana Historical Society Research Center has contributed half the cost of the CONTENTdm subscription. In FY2013, they will cover half of the Digital Archive subscription cost also.

MontanaLibrary2Go is in phase 15, the phase 16 deadline is March 16. The LSTA FY11 support for one time startup fees has been spent. The LSTA contribution toward the cost of MARC records has been decreased. A proposal has been made to the consortium to assign three percent of future donations for new content to help pay for MARC records for that content.

EBSCO Discovery Service (EDS) implementation should be completed by September with the creation of EDS profiles/sites for all non-MSL libraries.

SUMMER INSTITUTE, FALL WORKSHOP, OTHER UPCOMING TRAINING:

The 2012 Fall Workshop is in Billings on Sunday and Monday, September 16 and 17. The 2012 Summer Institute will be held at Carroll College in Helena June 5 through 8. Four hour EBSCO trainings will be done in Pablo at the Kootenai College on May 7, in Wolf Point on the 9 and in the Grizzly room at the State Library on the 11. Touchstone Montana Memory Project workshops will be held in early May in Simm, Sun River and Roundup.

The Technology Petting Zoos are available for a month long check out.

Work is being done on the new SLR training portal.

MONTANA SHARED CATALOG:

There are several libraries going live now and in the next couple of months. Several new libraries have requested to join. If all three of the school libraries in the group join, there would be 23 school libraries. Discussions are being conducted with OPI to get help managing the MSC school libraries.

If a new vendor is chosen in the RFP process, new vendor costs covered by LSTA funds would be \$64,000, rather than going to the cost of bringing on new libraries. A catalog cleanup is being scheduled for May so that it is done before any potential vendor move.

The MSC Facebook app is up and training is going full bore.

READY2READ EARLY LITERACY PROJECTS:

The Rendezvous was a three day training funded by 1st Interstate Bank. The original money for the play spaces came from the Washington Foundation. A \$1,000 application has been made for play materials that about 13 to 15 libraries would receive. Training might be the best use of money the Montana PBS partnership has provided. MSL is one of five places in the country that received a five year grant. Early literacy skills materials will be purchased for libraries, child care and head start programs on the Salish Kootenai reservation.

ACCEPTANCE OF MSC STAFF RECOMMENDATIONS FOR NEW MSC LIBRARY APPLICANTS:

Approval by general consensus, dependent on the MSC RFP results, to add the new library applicants in either FY13 or FY14.

If a new vendor is chosen, the new libraries won't be added until FY14. If the same vendor is chosen, they will be added in FY13.

LSTA FY12 STATEWIDE PROJECTS BUDGET:

There will be one final FY11 report submitted to the committee because there may be some carryover. The 2012 Fall Workshop has been added back into the FY2011 LSTA statewide projects budget and that leaves \$10,000 remaining to be spent by September 30. This

funding would be used to add three additional catalogs to EDS. Butte, Lewis & Clark and Great Falls catalogs are suggested. They could be added as a pilot project and Livingston and Butte could possibly be added together.

Members discussed the FY12 LSTA statewide projects budget and staff suggestions and priorities of the state librarian as well as their own priorities. Some items discussed were to add more money to the OCLC gap and fund OCLC with what is left over, to add additional funding to OCLC enrollment fees, add 6 months of courier support, fund another summer institute and add a hosted instance of EZProxy.

A motion was made by Member Brown and seconded by Member Rutherford to put an additional \$30,000 to FY13 OCLC group services to defray the cost to libraries' FY13 state enrollment and the motion passed.

A motion was made by Member Miller and seconded by Member Rutherford to fund the courier project for six months for \$16,400 and move to OCLC hosted EZProxy and the motion passed.

Liz will work with Lee to come up with parameters to add libraries and share those with NAC.

The original idea of the summer institute for a director skill set to be developed over four years can't be applied this year as there are no definite future institutes planned. Training discussed by committee members includes online training, federation training and program planning. In July, areas of training that will work statewide and for long term goals will be identified.

A motion was made by Member Allen and seconded by Member Rutherford to allocate \$10,000 in FY12 LSTA for future programming and development and the motion passed.

Continuing discussion included Heritage Quest being popular but Ancestor.com being preferred and considering putting the remaining \$9,622 into the MSC migration if it moves to a new platform.

Decision by general consensus to stop allocating funds until the May meeting after the MSC RFP decision has been made.

MAY MEETING DATE AND JULY RETREAT:

The current dates are May 15 and July 10 and 11 for the retreat. A decision will be made later via e-mail as to whether to keep the July dates as is or move to the following week.

Planning needs to begin for the retreat so suggestions should be sent out.

ADJOURNMENT:

Motion was made by Member Bacon and seconded by Member Rutherford to adjourn and the motion passed at 3:11 p.m.