

Memo

To: Kris Schmitz
Central Services Manager

To: Montana State Library Commission

From: Donci Bardash, Project Director
Broadband Technology
Opportunities Program (BTOP)

From: Kris Schmitz
Central Services Manager

Date: March 26, 2013

Re: MSL Broadband Technology Opportunities Program (BTOP) Public Computing
Center Grant (PCC) Update

I. Significant Accomplishments

- a. **Network Check-ups:** All check-ups, remediation, and wiring have been completed at 33 libraries.
- b. **Sustainability Series:** Additional videos on cooperative purchasing options were added to the learning portal and WebJunction.
- c. **Budget Modification:** A revised budget was submitted to the US Department of Commerce to align the grant budget more accurately with the project expenses. MSL expects an approval within the next few weeks. The budget modification is not required, but demonstrates due diligence.
- d. **Marketing Library Services:** Sara Groves and Donci Bardash have been invited to co-author an article on the Montana impact videos for Marketing Library Services. The article will post online at www.infotoday.com/mla and MSL will receive printed copies as well. The videos were featured on the Libraries Are Essential Facebook page, managed by the same editor Kathy Dempsey.
- e. **Staff Changes:** The BTOP project director has accepted a new position and her last day in the office will be March 29, 2013. She will provide some part-time assistance remotely, to help with federal reports due in April.

II. Planned Activities

- a. **Transitional Role:** Technology training will be limited to cross-training MSL staff, assisting partners with remaining webinars, and MLA presentations. The technology trainer will assist MSL with additional duties, including sustainability, reporting, and budget oversight responsibilities during the last quarter of the grant.
- b. **WebJunction Webinar:** The BTOP technology trainer will co-host a webinar with WebJunction on “So Many Devices, So Little Time.” Librarians from around the world attend WebJunction webinars, and this is a great honor.
- c. **National Conferences:** The BTOP technology trainer will attend the Schools, Health, Libraries, Broadband (SHLB) and Computers in Libraries (CIL) conference in April and May. She will review grant close out procedures and best practices that will assist during the last quarter of the grant.
- d. **Training on Network Health Check-ups:** MSL has contracted with Morrison-Maierle to demonstrate the process for conducting a network health check-up, as well as how to correct common library technology issues. The first training will be held at the Rosebud County Library in Forsyth. A second training will be held at the Belgrade library, where students will lead the check-up with assistance from the instructor. The BTOP technology trainer, the library consultants, and on-site library staff will attend the training.