

**STATEWIDE LIBRARY RESOURCES (SLR/LD)
ACTIVITY REPORT FOR THE OCTOBER 9, 2013
STATE LIBRARY COMMISSION MEETING**

Activity Period: May 23-September 18, 2013

Goal One – Content - *Montana State Library (MSL) acquires and manages relevant quality content that meets the needs of Montana library partners and patrons.*

- Renewed biannual contracts for statewide databases and online tutoring service
- Acquired e-books from Montana publishers, independent press and university press publishers for MontanaLibrary2Go expansion pilot, to be available in Fall 2013
- Continued to submit content for MyMontanaLibrary.org
- Assisted librarians with Montana Memory Project collections- planning and uploads
- The 2013 Montana Memory Project grants have been awarded to six Montana cultural organizations. These organizations are in various stages of adding their content to the MMP, but the digitization work is complete or nearly complete and they have begun adding their content to the Project Client. In addition to these six new collections the Montana Historical Society is adding three new collections of Military enlistment cards up through World War II, The Helena city Council Minutes, 1881-1970 are being added by the University of Montana, and Choteau/Teton Public library is adding a large collection of Teton County newspapers.

Goal Two – Access – *MSL provides libraries, agencies, and its partners and patrons with convenient, high quality, and cost-effective access to library content and services.*

- Montana Shared Catalog bibliographic records are now fully RDA compliant after several months of work to update marc formats and displays, authority records and associated re-indexing of the database.
- MSC Staff and the Content Management Committee updated and re-formatted a revised “MSC Standard Cataloging Procedures”

- A cataloging committee was created in late July to review the metadata standards used by the Montana Memory Project. New metadata guidelines are being written to align our practices with the Mountain West Digital Library (MWDL). The MMP will apply to become a partner with MWDL this fall. collections will be harvested by the MWDL, who is a hub partner for the Digital Public Library of America. This will give our collections a much farther reach.
- An intern from the University of Montana has been hired to update the metadata of the current MMP collections to adhere with the MWDL standards and the new standards agreed upon by the cataloguing committee. This work is funded by LSTA funds and all work will be finished by September 30. The intern is reviewing 38 collections from 26 contributing institutions. An additional 13 collections will be revised by the contributing institution, rather than the intern.
- The improved MMP metadata standards will also improve the ability to search MMP content. A new website is being discussed and will be developed this next year. The site will organize collections by genre and contributing institution, and it will offer more resources to the end user.
- As a division we shared the work of constructing the new Statewide Library Resources website
- Coordinated library enrollment in OCLC Group Services for FY14
- MSC's Symphony ILS upgraded to version 3.4.1 (SP3)
- MSC's Enterprise search interface upgraded to version 3.4. Staff resumed configuration and profiling.
- EDS "Discover It!" successfully integrated into the MSC's Enterprise search interface.
- The "Social Library" Facebook app has been implemented in 5 more MSC libraries
- Began configuration setup and testing of "Shoutbomb" SMS text messaging service for the MSC.
- Test data for Fort Peck College Library, Judith Basin County Free Library and Hobson Community Library loaded onto the MSC's test server as they prepare to go-live in the MSC in mid-October.
- Participated in MMP metadata improvement committee
- Consulted with MMP director on collections and website design issues

Goal Three – Training- *MSL provides libraries, agencies, its partners and Montanans with appropriate trainings and training resources so that they can make the best use of the resources offered.*

- Led four-part online training course on customizing Discover It using EBSCO Admin
- MSC conducted onsite trainings on circulation, cataloging, reports and Director's Station in several different communities
- Monthly Webside Chat with MT State Librarian in June provided an update on sustainability efforts for the BTOP program. Webside chats were suspended for the summer.
- DiscoverIt!, statewide databases and HomeworkMT training expanded over the summer to include a course on the administration of the DiscoverIt! search tool and overview sessions intended for librarians to use with patrons – particularly teachers and parents – under the moniker of BackToSchool: DiscoverIt! and BackToSchool: HomeworkMT. Two libraries hosted viewing events around the BackToSchool webinars, but there are requests to continue them in October, so there will be another round. Recordings are also available online.
- Two webinars offered by MSL staff were attended by librarians nationwide: "Digital Literacy: What's It All About" was offered twice with good attendance and 153 plays of the recording to date, and "An eBook Publishing Primer", with Jodi Christophe from the Missoula Public Library.
- A DVD of the video and facilitator's guide: *An Introduction to the Montana Library Community* produced with Tracy Cook and Flathead County Trustee Al Logan last spring was sent for printing and will be distributed to public libraries beginning at the Fall Workshop. These resources have been posted online since June, where the video has received 46 plays. Billings Public Library provided a photo of their trustee training using the new resource which was promptly posted to the MSL Facebook page.
- The MT Summer Library Leadership Institute took place at Carroll College in Helena on July 22-24 and featured outgoing ALA President and trainer/consultant Maureen Sullivan. Eleven leadership candidates, 3 mentors and 2 MSL staff attended. The candidates continued their training activities with an online book club meeting in August and have additional meetings scheduled through December.

- Fall Workshops 2013 are being coordinated with the MSC Fall Membership Meeting, based upon the results of a survey to librarians which indicated that combining the meetings was preferred for most attendees. Pre-registration for Fall Workshops was 190 – a 25% increase over previous years. The event schedule has been tweaked to permit attendees to leave at 3 pm on the final day of the training and a new pre-conference reception event has been added: the Montana State Library Online Resources Expo (ORE). We are expecting nearly 100 librarians to attend the ORE on 9/26 at the State Library.
- Provided point of need training for librarians along the Hi Line on MontanaLibrary 2Go, mobile devices and Content Reserve

Goal Four – Consultation and Leadership - *MSL provides consultation and leadership to enable its patrons and partners to reach their goals.*

- Visited public, academic, and tribal libraries in the Pathfinder federation and along the Hi Line to check in and share information about statewide projects and MSL news
- MSC Director and/or Staff made visits to libraries in central and southwest Montana through the summer and fall.
- The FCC issued a Notice of Proposed Rule Making in July: Modernizing the E-Rate Program for Schools and Libraries. Worked on comments to FCC including, collecting statistics on Montana E-Rate use and reports from individual libraries on E-Rate applications and usage. Also advised the ALA E-Rate Task Force on their comments.
- Attended workshops at ALA and webinars on Library EDGE Initiative <http://www.libraryedge.org/> to be launched nationally in early 2014.
- Information gathering from Montana Municipal Interlocal Authority and Montana Association of Counties about library insurance issues
- Consulted with various libraries about budget, governance, personnel and building issues through scheduled and annual visits
- Attended library board meeting to discuss administration and insurance issues, research and follow up.

- Members of a new Montana Memory Project Advisory Council have been selected and invited to participate in meetings twice year. They will meet for the first time in October.
- Selected titles for the MSL professional development materials collection and promoted the collection on wired.

Goal Five – Collaboration - *MSL promotes partnerships and encourages collaboration among its partners and patrons so that their information needs can be met.*

- Prairie County Library and Potomac Branch Library joined the MSC Partners Resource Sharing Group.
- “Cataloging Parties” held at George McCone Memorial County Library and the Potomac Branch Library to add their records to the MSC.
- MSC Staff met with the members of the MSC 4-Rivers sharing group to discuss material delivery options and circulation procedures
- Facilitated and participated in the Network Advisory Council retreat activities in July
- Planning and attendance at Golden Plains Federation fall meeting
- Preliminary planning for Pathfinder Federation meeting
- Worked with Federation libraries and Coordinators to finalize FY14 Plans of Service and create FY13 Annual Reports

Goal Six – Sustainable Success - *MSL is a well-run organization and a sought-after employer; it is efficient and effective (measured against partner and patron outcomes), and successfully engaged in its ongoing mission.*

- The new Montana Memory Project Director, Jennifer Birnel, began work on July 15, 2013.
- Attended the MSC Executive Board Summer Retreat in Bozeman and two teleconferences.
- MSC Director attended Supervisor training for state employees.
- MSC Systems Tech, Melody Condron, attended ALA in Chicago.
- MSC Trainer, Amy Marchwick, attended Summer Institute

- MSL Training Specialist/CE Coordinator attended the 2013 CE Coordinators Forum August 26-28 in Portland ME. IMLS staff also attended to explore their efforts to broaden and strengthen CE activities for public libraries nationwide. IMLS convened an advisory group earlier this year to provide input and presented their preliminary finding to the CE Forum.
- Worked with MSL training specialist to present digital literacy webinar
- Participated in new consulting program planning
- Development and delivery of consultant training for LD staff on general consulting, trustees, public library standards. Attended LD training sessions on new director resources, statistics, federations and e-rate.
- Participated in Fall Workshops program planning
- Participated in MSL learning portal design and discussion

Maps and Detail Reports of Statewide Library Resources activity for this report time period can be viewed at [http://msl.mt.gov/For Librarians/Activity Tracking/](http://msl.mt.gov/For_Librarians/Activity_Tracking/) SLR activity is organized by six general categories:

Continuing Education
Federations
Library Development
Statewide Databases and Online Resources
Statewide Downloadable E-Content
Statewide Resource Sharing