



# Federation Annual Report FY 2013 July 2012 Through June 2013

## SIGNATURES

Federation Tamarack

Coordinator's Missoula Public Library  
Library

Coordinator Honore Bray

Signature \_\_\_\_\_ Date \_\_\_\_\_

Chairperson Christine Prescott  
- Board of  
Trustees

Signature \_\_\_\_\_ Date \_\_\_\_\_

The Coal Severance Tax (CST) Revenue Accountability Report System requires the Federation Annual Report. The report relates to the Plan of Service, which was adopted at the beginning of the fiscal year as a planning document.

## AWARD/EXPENSE SUMMARY

Total CST Award: \$41,114.00

Total CST Expended: \$41,114.00

## EXPENDITURES BY PROGRAM

Program 1 - Two Membership Meetings	\$8,000.00
Program 2 - Training and Professional Development	\$6,517.00
Program 3 - Technology	\$13,988.00
Program 4 - Expanding and sharing collections	\$12,609.00
Program 5 - Planning for Building Improvement	No member expenses for this program
	<b>Total: \$41,114.00</b>

**EXPENDITURES BY LIBRARY**

Library	Status	Total Award	Award Expenses	Local Expenses
Bitterroot Public Library	Active	\$2,547.00	\$2,547.00	\$589.52
Darby Community Public Library	Active	\$2,547.00	\$2,547.00	\$477.88
Flathead County Library System	Active	\$2,547.00	\$2,547.00	\$15,000.00
Lincoln County Public Libraries	Active	\$2,547.00	\$2,547.00	\$7,312.87
Mineral County Public Library	Active	\$2,547.00	\$2,547.00	\$0.00
Missoula Public Library	Active	\$10,547.00	\$10,547.00	\$0.00
North Lake County Public Library	Active	\$2,547.00	\$2,547.00	\$335.62
	Active	\$2,547.00	\$2,547.00	\$738.00
North Valley Public Library	Active	\$2,550.00	\$2,550.00	\$0.00
Plains District Library	Active	\$2,547.00	\$2,547.00	\$0.00
Preston Hot Springs Town-County Library	Active	\$2,547.00	\$2,547.00	\$7.10
Ronan City Library	Active	\$2,547.00	\$2,547.00	\$765.75
Thompson Falls Public Library	Active	\$2,547.00	\$2,547.00	\$314.66
Whitefish Community Library				
	<b>Totals:</b>	\$41,114.00	\$41,114.00	\$25,541.40

**PUBLIC VALUE SUMMARY BY PROGRAM****Program 1 - Two Membership Meetings****Narrative**

Two membership meetings will be held in FY 2013. The spring meeting will be a two day meeting. The business of the Federation will be conducted and a full day of training for Trustees and Librarians will take place. Expenses will be covered for a Public Library Trustee and a Librarian from each of the active Public Libraries. Expenses for one member of a School or Special Library will be covered. Mileage to the meeting is at the

expense of each library.

The fall meeting will be conducted via a conference call. CE will not be available during the fall meeting. All Public Libraries must send a representative to both meetings to qualify as an active member. If a Public Library is not represented due to an emergency the executive committee will determine if the library will have active or inactive status. It is beneficial that the Montana State Library staff and State Commissioners participate in the meetings.

The coordinator will:

- Arrange meetings
- Create and distribute appropriate notices and documents for the meetings
- Attend at least 3 State Library Commissioners meetings
- The Federation Coordinator Library will receive \$1000 to help defray the costs for travel and other Federation Expenses.

Included in each years business:

- Conduct the business of the federation, including election of officers, in accordance with its by-laws
- create the POS for the following year in a timely manner with membership participation.

### **Public Value**

Librarians and trustees meet to network, and learn new and improved services provided by public libraries to strengthen the Federation Communities.

## **Program 2 - Training and Professional Development**

### **Narrative**

Library staff will attend training and/or professional opportunities at local, state and national levels. Includes but is not limited to workshops, on-line courses, conferences and academic classes. Registration, mileage, lodging, meals and materials may be included in the costs.

### **Public Value**

Christy improves library services  
Tommy improves library services  
Tommy improves library services  
Honore improves library services  
Lisa improves library services

## **Program 3 - Technology**

### **Narrative**

Purchases may include, but are not limited to: Computer hardware, software and

upgrades, firewall security, Printers, scanners, Membership costs for OCIC, Montana Shared Catalog, Virtual Reference, Database costs  
Outreach and public relations costs promoting access to collections and library services  
(Example of costs outside the scope of this program include, but are not limited to: e-books, furniture, barcodes and other

## **Public Value**

Our network was old and functioning poorly. It has been upgraded and is working much better. James provided valuable training on the use and function of our firewall.

improved network function

ILL

network maintenance & set up

To keep current public access to computers

To keep library website current and useful for patrons

To allow the public's continued access to computers

Digitizing the local newspapers, The Flathead Courier and The Lake County Leader, is a long-term project for the foreseeable future. It will be accomplished, over time, for public domain years, those years we have permission from the copyright owner, and with available monies. We no longer have a working microfilm reader/printer so making this information available online through the Montana Memory Project is a prudent way of providing access for the general public.

Public has continued access to computers

To keep public computers running well.

Public can access library services online

Allows public to access library services online

Public has continued access to public computers

The children now have headphones that actually fit their heads. They do not have to manage with adult sized ones. They can now experience surfing the web and doing internet searches without have to hold on to their headphones.

The patrons can now have a faster laptop to access their email. The old computer was worn out and now those patrons that just want to stop into the library and check email have a new updated computer.

The patrons will have a new faster computer to do internet searches, email, etc. on. It was time to replace the last computer in the library. Our computers are heavily used by our patrons because of the high unemployment residents are giving up computer access in their homes and utilizing the library for their internet and computing needs.

The patrons had asked for better mapping software for hunting, fishing, and hiking. We purchased this new software called "Terrain navigation" so that the patrons could get better topographical maps for their recreational and business uses.

The patrons had asked for better mapping software for hunting, fishing, and hiking. We purchased this new printer so that the patrons could print out better and bigger maps for their recreational and business endeavors.

This connects Darby with other libraries in the federation and throughout Montana. It provides a standard card catalog interface for patrons, staff assistance, and shared system for cataloging and circulation of library materials.

The yearly fee keeps the Darby library connected and working in collaboration with other

libraries in the Tamarack Federation and beyond.

The public can come in to use our computers with the knowledge that their browsing will not infect the computers and the staff time is almost zero having to deal with viruses.

The patron can surf the web faster without any ill effects to the computers.

This piece of equipment will benefit staff and patrons alike. The patrons will be able to use the card reader for any of their SIM card needs. They will be able to view and print their pictures from their cameras with little or no staff help (freeing the staff to help other patrons). The patron won't need to download software for their cameras and they also can just bring in their SIM card without their equipment and still get to their data. A win/win situation for everyone.

upgrade obsolete equipment for staff

This system allows patrons and staff to have quick access to our holdings, whether from here at our library or from their own home over their own computer or hand-held device. The reports we can run allow us to better develop and modify our collection to serve our unique community.

This database subscription is a wonderful resource for our patrons to use in their genealogical research. It provides the flexibility for patrons to use from the library or from their home through their own computer.

This system gives our patrons access to a multitude of collections and allows for a scope of knowledge, information, and entertainment that is impossible for any one, single library collection to provide.

This subscription allows patrons to download audio books and eBooks to their computers, e-readers, and other hand-held devices. The purchase of e-readers, tablets, and smart phones has exploded in our community and this subscription is vital to our ability to keep up with patron needs and wants.

Keeps computers working at optimal condition so patrons can be assisted.

Allows staff to monitor the children's section from the front desk and make sure children are safe

Believe it or not, patrons still come in with 3 1/2" floppy drives. None of our current computers accept floppy drives. This allows patrons to still access their important documents and files located on these drives. We highly encourage them to move these documents to a new type of saving device.

This is the specialty printer that allows us to print guest passes and reservations through the Envisionware software. Guest passes allow anyone from anywhere to log on to the computers in Ronan.

This allows anyone from anywhere to print whatever they need, using the public printer at Ronan Library

With all the great new functioning computers purchased through BTOP, we also felt that the public deserved to have the newest software available. Being able to use the newest software increases people's chances of getting decent jobs.

Occasionally the weather causes power outages and we have had patrons lose important documents, be kicked off the internet while filling out job or school applications, etc....

Having these devices allows them an extra bit of time, if the power goes off, to save whatever they are working on and allow less frustration.

We ran out of the promotional flash drives that were provided by BTOP and realized what a great service they were to be able to give them to people who needed to save

resumes and such.

One thing we did not get through BTOP were mouse pads and ours were dirty and disgusting.

When we are training people with their devices we have experienced many people (mostly senior centers) having trouble touching their devices (iPads, Kindles, etc...) correctly to get the response they want. Being able to offer them a stylus makes it much easier for them.

This allows anyone from anywhere to print whatever they need, using the public printer at Ronan Library

Data for the Montana Memory Project is stored on a hard drive for safekeeping. The cost associated with this item was to mail the hard drive through the postal system.

Our library's Digitization Project continued with the Flathead Courier for 1923-1936.

Although these years are currently not in the public domain, we are progressing with digitization so that they will be available in-house and ready when it is applicable to post them online.

While working with our Digitization Project, we discovered an early local publication that pre-dates the local newspaper. It seemed prudent to preserve this publication as part of our overall project.

Preserves the data in a contemporary format for online access.

Continuation of Digitization Project.

## **Program 4 - Expanding and sharing collections**

### **Narrative**

Libraries may purchase and share collection materials in accordance with the Tamarack Federation Collection Policy, including creating Book Club kits. To encourage and assist in sharing collections, libraries may choose to apply funds to courier and or postage costs.

### **Public Value**

expanded collection for patron use

By participating in the Parnter's Resource Sharing Group we are able to expand our collections and serve our customers more efficiently. We also lend our collections to other Montana Libraries through this program.

Expanding Collections

By sharing materials through membership in the Partners' consortium we are able to provide patrons with a wide selection to choose from in a timely and inexpensive manner.

Expanded collection for patron use

Expanding collection

Expanding Children's, Juvenile, and Young Adult collections

expanded collection

Increased collection for patron use

Allows us to share resources with many libraries more efficiently and is cost-effective.

expanded collection

expanded collection available to patrons

Having these funds available for our courier service has been invaluable as we borrow and lend our resources with other libraries throughout Montana. Kudos to the librarians who worked so diligently with courier services to continue to provide affordable and reliable transportation of materials.

Allows the Ronan Library to increase the collection in much needed areas, not only for local patrons, but also for any patrons requesting items through InterLibrary Loans Sharing Partners' collections.

## **Program 5 - Planning for Building Improvement**

### **Narrative**

Libraries may use funds to support the costs of planning for the best use of space directly related to federation-wide activities. Costs may include, but are not limited to:

- Consultant fees and travel
- Design models
- Wireless feasibility studies
- Cost analysis reviews for adding a courier access area