

**NETWORK ADVISORY COUNCIL (NAC)**  
**Tuesday, March 11, 2014**  
**Helena, Montana**

**ATTENDEES:**

Council Members: Chairman Sarah McHugh, Gale Bacon, Colet Bartow, Barry Brown, Mary Kay Bullard, Beth Chestnut (online), Carly Delsigne, Susan Gregory, Rachel Helbing, Doralyn Rossmann (online), and Laura Wight (online).

MSL Staff: Ken Adams, Jennifer Birnel, Sara Groves, Cara Orban, Jennie Stapp and Marlys Stark.

Guests: None.

**Chairman McHugh called the meeting to order at 9:08 a.m.**

**APPROVAL OF MINUTES:**

**A motion was made by Member Bullard and seconded by Member Rossmann to approve the minutes from the November 12, 2013 meeting as presented and the motion passed.**

**A motion was made by Member Delsigne and seconded by Member Helbing to approve the minutes from the January 13, 2014 meeting as presented and the motion passed.**

**STATE LIBRARIAN'S REPORT:**

One state library commission seat is open and will be filled by the governor. A link to apply is available on the commission page.

Managers are discussing priorities for the Executive Planning Process (EPP) for the upcoming session and feedback on those priorities will be sought at a later date. The various task forces in operation have completed their work and no legislative proposals came from those efforts.

The commission will hold their next meeting at the public library in Billings on April 9 at 10:30. Tentative agenda items include the EPP, statewide projects, and summer institute reports. The commissioners will also hold their annual Montana Library Association (MLA) conference workshop entitled 'conversations with commission' the following day.

The new format for spring and fall reports is hoped to be more interesting and is in line with the goals of Montana State Library (MSL). Webcam videos of the updates will be included for the fall reports once a technical issue has been resolved.

## **STATEWIDE PROJECT UPDATES:**

Jennifer Birnel for the Montana Memory Project (MMP) shared a map of the current MMP collection. She is directing her efforts towards those areas of large gaps by reaching out to libraries in those areas and asking about partnerships with different entities. After MLA she intends to do more visits. MMP collections are just being added to the Mountain West Digital Library site which is harvested by the Digital Public Library of America website. All collections should be added within six weeks. She is meeting with one more grant applicant, the state law library, and working out a glitch with their collection of the judge photos.

Sara Groves is finalizing the number of attendees for the Ready2Ready Rendezvous, which was rescheduled due to the federal shutdown last fall. There are ten less than had been planned for the fall which seems to be caused by a large amount of turnover in libraries. There are 41 people attending and two of the original speakers will be there. Each 2012 attendee had received assignments for the upcoming year and will present those projects. There will be a networking dinner and attendees will again be required to do a yearlong project.

Montana PBS wants to add Montana specific content to the PBS Portal. The partners from the Ready to Go Wild trunks are gathering videos which will also be put on the learning portals. Those should be available within a couple of weeks.

All libraries that have previously been approved to join Montana Shared Catalog (MSC) using Library Services Technology Act (LSTA) funding have gone live. Only two applications were received for this round and those are Richie Public Schools and Rosebud Schools, neither of which are automated. This brings costs down significantly so the cost to add those libraries to MSC if approved would only be \$1,900. The Richey Schools application didn't include the required retrospective cataloging plan but Ken Adams feels that they are a small enough library that he can work with them to get the plan in place before the Commission meeting in April, and so sees no problem with accepting their application.

The MSC reorganization to reduce costs by streamlining cataloging and system policies began January 4 and the first round was completed in February so the process is currently in round two. Each round is focused on different item types changing. The MSC user sharing groups have started streamlining their policies. A MSC webpage has been created for the reorganization.

Service pack four has been installed so the MSC system is using the latest version. Enterprise has been upgraded and an enterprise pilot project with 14 libraries including

representative libraries from all groups, types and sizes is being started. Shoutbomb text messaging service went live March 3. Mobile Circulation and Analytics Station should be available at the end of April.

Cara Orban reported on FY13 LSTA projects. The online EBSCO databases and DiscoverIt usage survey results have been compiled and will be used by Statewide Library Consultant Pam Henley and Cara for training and database information. The Natural Heritage Program (NHP) field guide is being integrated into Discover It and should be available this summer. The MontanaLibrary2Go Executive committee met to draft changes to their bylaws and approve a new cost share formula which will go to the full membership at their annual meeting April 9. Notable changes in the updated formula include creating a new first tier in the formula for the smallest libraries. The MontanaLibrary2Go Selection Committee also discussed the scope of the e-content pilot and decided to limit it to a Montana collection. The new OCLC cost share formula that was approved by the NAC and the commission is reflected in the FY14 LSTA statewide projects budget. Enrollment in OCLC will open in May as usual.

WorldShare ILL is replacing World Cat Resource Sharing entirely April 14 and training will be conducted at MLA. Science & Technology interpreted through Engineering & the Arts and based in Mathematical elements (STEAM) opportunities in smaller communities will be provided through the MakerSpace kits. Purchases of items for the kits are in process. Applications for the first round will go out soon to enable orientation and training in their use.

Sara, Pam, Lauren and Cara are working on a ShareYourStory circulating pilot that is based on the story core oral history program with the intention of helping libraries to document local themes and to provide hands on training for patrons and community partners.

Lee Miller and Cara have an information gathering conference call scheduled with representatives of Minitex regarding the current Montana courier project.

Negotiations are still in progress with OCLC over the FY14 contract. There was close to a \$50,000 gap when talks began and so Jennie, Cara and Sarah met with the OCLC representative to discuss the issue. OCLC offered four different options to deal with the gap and they are still learning the different options and mechanics of the options. Staff goals would be to have the gap completely forgiven. There has been a lot of information gathered and presented and several different discussions but no final response has been given yet. The gap won't affect libraries with the new formula as any remaining gap will be funded through MSL and LSTA funds. The commission has already approved committing \$54,933 in LSTA funds for each of the next three years to the new contract costs. OCLC will bill libraries in October instead of August, due to the new relational cost share formula. Final billing and payment methods haven't been decided on yet with OCLC, since there are some libraries that need to pay ahead and that has to still be ironed out.

## **OFFLINE CONFERENCE REPORT AND DISCUSSION:**

Sarah reported on Lorcan Dempsey's keynote about engagement, innovation and infrastructure. Staff focus at MSL has primarily been on infrastructure and what we can do regarding infrastructure so that libraries can focus on the other two areas. Discussion items included how the three work together, the local impact, collaboration, other parties and many other ideas from the conference.

## **EXECUTIVE PLANNING PROCESS (EPP) PROPOSALS:**

MSL is taking a holistic approach and considering proposals across the agency. Items under consideration include the remodeling project which would be done in partnership with another agency, the continuation of the Talking Book Library (TBL) digitization project, a Montana Memory Project (MMP) FTE request and a 20 percent increase in state resource sharing. Once instructions are received from the Governor's Office, the commission will receive final proposals to approve.

## **WEBWISE CONFERENCE REPORT:**

Rachel Helbing reported to the council on what stood out to her from the WebWise Conference. Discussion also included what items will be in the MakerSpace kits.

## **FY14 LSTA STATEWIDE PROJECTS BUDGET:**

LSTA FY14 funding for statewide projects must be spent by September 30, 2015 and this is the first time this budget has been looked at. The MSC new library amount can be adjusted from what is on the meeting materials based on a new quote from SyrsiDynix. The OCLC group services LSTA has been approved by the commission for three years. Staff would like to alternate the Ready2Read Rendezvous and Summer Institute programs and do one each year rather than both. The fall workshop is already funded so the next year will be out of federal FY 15 LSTA funds. Additional suggestions to consider for the current budget is that the courier effort might include a cost share formula which would mean more equitable charges and the state would be required to do a central contract. All the items on the proposed FY14 LSTA statewide projects budget are presented in order of priority, based on the decision of the State Librarian.

**A motion was made by Member Bullard and seconded by Member Gregory to forward the recommendations for the FY14 statewide project LSTA budget to the commission for their approval.**

Barry Brown suggested including the tablet training lab, which was not a prioritized item, and moving the remaining extra funding to the OCLC group services gap. Gale Bacon felt that the courier should be supported while they move forward because with the cost increase a lot of libraries will leave the project. She suggested doubling the potential amount for a RFP under a cost share formula and increasing the financial support until

they are over the hump. Cara reminded the group that there is already \$5,000 designated for the courier project from FY13 funding.

**A motion was made by Member Brown and seconded by Member Gregory to amend the previous motion to move the tablets up in priority and move the remaining funding to the OCLC gap for now and the motion passed.**

**The amended motion to forward the recommendations as proposed and amended to the commission passed.**

#### **MONTANALIBRARY2GO RFP DISCUSSION:**

The Overdrive contract is due to be renewed and a new RFP process must be done so a committee will be set up. Carly Delsigne is on the scoring committee along with Suzanne Reymer, Cara Orban and the Executive Committee. A second NAC member would be welcome if anyone is willing. The goal is to have the new contract by the end of the fiscal year and Cara is currently working with state procurement.

#### **DISCUSSION OF NAC PRESENCE AT MLA CONFERENCE AND IDEAS FOR JULY RETREAT:**

The commission will vote on the recommended FY14 LSTA statewide projects budget and will learn more about Offline during their April meeting. They will shape the Conversations with Commissioners workshop at MLA around Lorcan's keynote speech. There is nothing in particular pertaining directly to the NAC at the conference but member participation at the commission workshop will be helpful.

During the July retreat, Lorcan's keynote can be further discussed. There is funding available for a speaker if the membership chooses. Sarah Elkins was suggested. The current date is July 8 with no location determined. One possibility is to have a shorter agenda in May and have the retreat following that meeting. A separate suggestion for a future meeting was to hold a meeting in September at the Fall Workshop. Sarah will send out a couple of options via email for members to choose their preference for a date for the NAC annual retreat.

#### **PUBLIC COMMENT:**

There was none received.

**The meeting was adjourned at 3:23 p.m.**