

Federation Annual Report FY 2014 July 2013 Through June 2014

SIGNATURES

Federation Pathfinder

Coordinator's Fairfield/Teton Public Library
Library

Coordinator Brett Allen

Signature _____ Date _____

Chairperson Agnes Kolste
- 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: \$27,291.81

Total CST Expended: \$27,291.81

EXPENDITURES BY PROGRAM

Program 1 - Resource Sharing	\$8,350.73
Program 2 - Continuing Education	\$5,405.36
Program 3 - Communication/ Pathfinder Meetings and Workshops	\$2,481.81
Program 4 - Technology	\$9,553.91
Program 5 - Administrative Services	\$1,500.00
Total:	\$27,291.81

EXPENDITURES BY LIBRARY

Library	Status	Total Award	Award Expenses	Local Expenses
Belt Public Library	Active	\$1,712.72	\$1,712.72	\$0.00
Blaine County Library	Active	\$1,712.76	\$1,712.76	\$0.00
Choteau/Teton Public Library	Active	\$1,712.76	\$1,712.76	\$0.00
Chouteau County Library	Active	\$1,813.12	\$1,813.12	\$0.00
Conrad Public Library	Active	\$1,712.76	\$1,712.76	\$339.28
Dutton/Teton Public Library	Active	\$1,712.76	\$1,712.76	\$1.92
Fairfield/Teton Public Library	Active	\$3,212.77	\$3,212.77	\$0.00
Glacier County Library	Active	\$1,712.76	\$1,712.76	\$540.96
Great Falls Public Library	Active	\$1,712.76	\$1,712.76	\$8,339.24
Harlem Public Library	Active	\$1,712.76	\$1,712.76	\$624.58
Havre-Hill County Library	Active	\$1,712.76	\$1,712.76	\$0.00
Liberty County Library	Active	\$1,712.76	\$1,712.76	\$982.25
Toole County Library	Active	\$1,712.76	\$1,712.76	\$0.00
Valier Public Library	Active	\$1,712.76	\$1,712.76	\$10.32
Wedsworth Memorial Library	Active	\$1,712.84	\$1,712.84	\$1,710.91
Totals:		\$27,291.81	\$27,291.81	\$12,549.46

PUBLIC VALUE SUMMARY BY PROGRAM

Program 1 - Resource Sharing

Narrative

Member libraries will be reimbursed to pay for OCLC service through the Montana contract with OCLC. Members can also use funds to support other resource sharing functions and/or projects.

Program activities:

- 1) Fund OCLC subscription

- 2) Purchase databases
- 3) Fund participation in Montana Shared Catalog and/or other statewide projects

Public Value

Enables our library to continue quality customer service through professional cataloging and ILL.

Allowed patrons access to e-books which has given them material they need and want at our library. It has allowed the home bound access to reading materials without leaving their home

Patrons will be able to edit pictures from devices and emails.

It is great to be a part of the statewide card catalog.

Allows for Inter-Library Loan services for our patrons

The Harlem Public Library belongs to the Montana Shared Catalog. With this membership the library has access to an up-to-date automation system that provides quality services to our customers. It also allows collaboration and cooperation with other member libraries throughout the state of Montana. The staff of the Montana Shared Catalog is most helpful when questions arise. The trainings provided keep the library personnel current and informed. Through the shared catalog our local library can catalog, keep track of statistics, and provide quality content to our patrons.

Build local database with downloading of MARC records; provide functionality for sharing library materials across federation, state and nation

Cataloging and resource sharing with other libraries.

Patrons benefit by having access to books which the library would not normally have the funds to purchase. Especially unique, hard to find items that we may not be able to provide otherwise.

OCLC is what we use to catalog...ILL

Program 2 - Continuing Education

Narrative

Continuing Education improves information delivery and library service to all Montana citizens. It allows small rural library staff members to reach out, learn, change and plan.

Program activities:

- 1) Travel and registration expenses to attend Montana Library Association meetings and/or other established state, regional or national library learning events.
- 2) Librarians share the learning from CE and training events with other Pathfinder librarians at Federation meetings.

Public Value

Allows staff to remain updated on new technology, update knowledge about current technology and learn how to carry their library into the future All this is important in order to run the library and serve patrons' needs.

allowed safe attendance at fall conference so staff did not have to drive very early hours

or late nights which enabled staff to participate more fully at fall conference and learn more.

This allowed staff to keep abreast of new technology and programs and learn from other Directors across the state.

by paying mileage it allowed staff to attend training necessary for certification

Allowed for training through workshops that would enhance work performance

CE and networking with other librarians. It was very beneficial to have a trustee travel with me as she was made aware of the striving among all libraries to accomplish their goals on limited budgets.

Attended workshops on running reports. Learn the variety and complexities of different libraries and how they work together to solve issues.

Collaboration and learning with the State Library and fellow librarians.

This helps enable the director to attend the Federation meetings.

CE credits for two staff members and networking with other librarians.

One of the staff had never attended any out-of-town training, so this opened up a whole new world for him to see what other libraries are doing. The benefit of having four staff members attend the same training was also noticeable. Instead of just one or two of us coming back energized with new ideas; we had four of us excited about what we learned and to encourage each other to put it into action.

The library director and assistant librarian received training to become better informed and to help our patrons. The MLA provides sectionals and speakers on up-to-date trends and programs.

Program 3 - Communication/ Pathfinder Meetings and Workshops

Narrative

Staff and trustees from member libraries attend two meetings per year. Pathfinder business is conducted under the direction of the adopted by-laws with an elected trustee as chairperson. Travel expense is reimbursed for one car from each library to attend at the current state mileage rate. Carpooling is encouraged. The host library is reimbursed \$400 for providing lunches at meetings. These meetings create positive energy for learning and networking among member libraries. Ideally, there is a training or CE opportunity at each of these meetings, so this program also supports the Pathfinder goal of Continuing Education.

Program activities:

- 1) Reimbursement for travel to Pathfinder meetings
- 2) Reimbursement to host library for lunch

Public Value

It allowed staff to attend training so they are up to date on new programs, technology etc and gain certification.

Interact with local libraries and exchange ideas.

John is the trustee voting member for the Wedsworth Memorial Library Board. It was important for him to vote, gain knowledge of the Pathfinder Federation as he is relatively new to the Wedsworth Board, and earn Continuing Education credits toward his certification as a trustee

Collaboration with fellow librarians.

Allows librarians in attendance to have a delicious lunch and snack and the time to socialize with one another

Network with peers to share ideas and current services/programs; training/continuing education

Networking with other libraries and CE credits.

The workshop that was presented about updates at the State Library and what IMLS does were very helpful to both myself and our board member. The continuing education and encouragement between libraries that takes place at these meetings is so enriching.

The Pathfinder meetings allow librarians and trustees to share successes and concerns from our respective libraries.. Through this interaction I have gotten ideas to use at my own library. I have also received help with issues.

At the meeting a representative from the state library informs the members about the latest programs and plans. This information keeps us up-to-date on the latest trends and future events. We also receive Continuing Ed. on topics that concern the local libraries which allows us to improve service to our communities.

Continuing Education.

Program 4 - Technology

Narrative

Pathfinder patrons require direct access to information via Internet access and database services. This program budget will be used to purchase new and replacement hardware, software, peripherals and related technical services in order to meet these important information needs of patrons.

Program activities:

- 1) Purchase computer hardware and software
- 2) Purchase printers and other devices that allow patrons to use information effectively

Public Value

the computers needed updated technology. One computer would not print as the RAM was full and both computers were running outdated technology which made it difficult for patrons to access the internet programs. New technology allowed patrons to complete the work they needed to accomplish.

The Chromebooks enable patrons to be mobile in the library, with the choice of sitting at the desks or a comfortable chair. The Chromebook experience is extremely fast, and patrons enjoy this advantage.

This enables the library to have up-to-date software. The ability to keep accurate records of the catalog, patrons, and circulation is essential to ensure the public is

receiving the benefits of the library.

Allowed the library to add another patron computer

This laptop has been beneficial to the library because patrons enjoy the accessibility and portability of the computer; therefore, more patrons use the device.

Allow patrons to use information effectively

Providing the public with the latest technology.

For the first time ever in the libraries' history we have all up-to-date Office software on all computers. This was a huge improvement for our patrons. Some of the public computers still had Office 2007, or did not have Office at all, which was very confusing and frustrating for our patrons. It also improved communication for our staff through having all of the Office software compatible so that we can open attachments, etc.

The library was able to purchase a Power Point Projector to use for trainings, public programs, and for groups to borrow if they were making presentations in the library.

Before we had to borrow a projector from the local Sr. Citizens Center which was inconvenient. Since then it has been used for presentations to the Civic Association and trainings.

Outreach to community for computer technology centers

Program 5 - Administrative Services

Narrative

\$1000 stipend to Fairfield Public Library to cover costs of administering Pathfinder Federation Coordinator responsibilities.

\$500 Administrative funding to cover postage, printing, and other costs incurred in direct support of Pathfinder Federation meetings and activities.

Public Value

Pays the Coordinator so his time and the supplies are not spent using local library monies.