

# FINAL

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
9:30 A.M., FEBRUARY 11, 2015  
HELENA, MONTANA  
OR GOTOMEETING**

**ATTENDEES:**

Commissioners: Colet Bartow, Jim Gransbery, Anne Kish, Aaron LaFromboise, Bruce Newell, Brent Roberts and Anita Scheetz.

Staff: Allan Cox, Jo Flick (online), Evan Hammer, Sarah McHugh, Cara Orban, Kris Schmitz, Jennie Stapp, and Marlys Stark.

Visitors: Nedra Chandler and Scott Graber.

**Commissioner Bartow called the meeting to order at 9:34 a.m.**

**APPROVAL OF MINUTES:**

**Motion was made by Commissioner Roberts and seconded by Commissioner Newell to approve the December 10, 2014 minutes as presented and the motion passed.**

**STATE LIBRARIAN'S REPORT:**

Montana Shared Catalog (MSC) has a new staff member, Jessie Goodwin. Her position was approved in the spring by the shared membership and she will be introduced at the next feasible in person meeting.

The Coal Severance Tax funds have changed again since the last meeting with no cuts anticipated in fiscal year '15. Increased funds are being looked at as one time only (oto) due to the uncertain future of the funding. The Governor is still planning on cuts for the next biennium and the staff has been discussing possible changes as will the Network Advisory Council (NAC).

The FCC e-rate changes continue with a change in the definition of rural to 25,000 or greater to be considered urban or an urban cluster. The FCC did recommend increasing the funding cap to 3.9 billion. Phone service reimbursements will phase out over a five year period.

MSL is adding a seat to the NAC from the MT Academic Consortium. The coordinator, Pamela Benjamin, will represent academic libraries. As reported by Brent Roberts, a task force was appointed last week for the academic library consortium and they will choose shared funding models and joint access to electronic resources. Since the Governor's budget didn't include a statewide academic integrated library system a request for proposal (RFP) will probably be advertised to get pricing.

A new online application from Natural Heritage Program (NHP) was launched in conjunction with the legislative snapshot. The tool gives users ready access to species information.

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Usage will likely be about thirty percent for state and federal agencies, sixty percent for profit or private organizations for governments and ten percent for the general public including education.

The FY'15 Library Services and Technology Act (LSTA) official award is essentially the same as the previous year. MSL is implementing a new process for statewide project recommendations that hopefully will help staff plan better including a marketing plan and a complete budget. A template has been developed that staff will need to fill out and submit for approval by Cara, Sarah and Jennie. Any approved proposals will follow the standard practice of going to the NAC for approval and then to the commission.

LSTA funding has been stagnant for several years with some modest declines but costs continue to increase especially as several FTE are funded through LSTA. Consideration of how to best use funds to provide the best and greatest amount of services possible will become increasingly important in the future. Staff is discussing establishing a task force to discuss funding priorities.

Belgrade has been named the best small library in America with a celebration at the library being held February 12, 2015. Planned attendees include Governor and Mrs. Bullock and a Gates foundation representative.

Commissioner Roberts mentioned that he had attended a lecture where sources used came through the Montana Memory Project (MMP).

## **ORGANIZATIONAL REVIEW OVERVIEW:**

Triangle Associates representatives Nedra Chandler and Scott Graber gave a quick overview of what has been discovered through the current organizational review and the process taken to this point. They are currently in the second phase which is facilitation of work teams. Phase three has not been determined yet.

## **MSL LEGISLATIVE UPDATE:**

The legislative snapshot was distributed at the start of the session. There were a lot of new things done for legislators including the use of QR codes to personalize them. Lots of good feedback was received again. The snapshot is a great outreach and marketing tool.

Several commissioners attended the budget hearing. At least five of the legislators on that committee were at library legislative night which had 101 legislators in attendance as well as Governor Steve Bullock, Secretary of State Linda McCulloch, Superintendent of Public Instruction Denise Juneau, and Chief Information Officer Ron Baldwin.

There are no real updates for the budget. The pay increase has not been approved. No response has been received as to whether the FTE removed last session will be added back or whether staff will be laid off. Fixed costs have increased and been approved. The water information system manager position has been approved in subcommittee. The state aid bill

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is just an accounting mechanism. The coal severance tax package has not had action taken but a reduction is proposed of \$36,000 the first fiscal year and \$47,000 the second.

MSL staff has responded to some pieces of legislation and are actively monitoring others. LC3389 to generally revise library laws and sponsored by Dee Brown from Flathead is on hold. State Librarian Stapp shared the library district task force findings with Senator Brown. MACo was also contacted.

HB123 to generally revise public records laws will just change a reference contained within State Library statute but of course other changes are possible. That bill has been sent to appropriations.

HB331 which is an amendment to statute which removes the name half breed from Montana places has passed the second reading in the House. This bill shouldn't be opposed and will create a small work load for Gerry Daumiller.

House Joint Resolution 7 to study Next Generation 911 is built on GIS which would require statewide coordination and integration and state library has expressed an interest in coordination and using the data for other purposes.

## **FY'15 SECOND QUARTER FINANCIAL REPORT:**

Reporting of the he State Library trust account balance has been moved to the general MSL page rather than reporting it on the Talking Book Library (TBL) report because even though most of the funds are for TBL, there are miscellaneous funds included. Breakdowns of those funds can be requested.

**Motion was made by Commissioner Roberts and seconded by Commissioner Kish to approve the FY'15 second quarter financial reports as presented and the motion passed.**

## **STATEWIDE CONSULTING SURVEY RESULTS:**

There were 45 respondents to the survey which showed strong support for having all Library Development Division (LDD) staff able to answer basic question but mixed results in not having territories for the consultants. From the survey results and staff opinions, the consultants will be assigned a territory again but all staff will be trained to respond to basic requests.

## **DRAFT STATE LIBRARY ADMINISTRATIVE RULES UPDATE:**

The library organizational rule was very outdated so Stapp is requesting that the state library be allowed to move ahead with an administrative rules amendment process. It is not required to follow the process to change an organizational rule but with so many people potentially affected it was felt it would be best to allow that time for input. Along with this update, the basic organizational chart will be updated.

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The comment period will run through March 26 and the notice of amendment will be presented at the April commission meeting.

**Motion was made by Commissioner Newell and seconded by Member Gransbery to authorize staff to move forward with the rule making process as outlined and the motion passed.**

## **COMMISSION GOALS AND OBJECTIVES:**

There are no changes proposed for the annual commission bylaws review.

**Motion was made by Commissioner Roberts and seconded by Member Newell to affirm the bylaws as they currently read and the motion passed.**

Federation meeting attendees will be Commissioner Kish at Broad Valleys, Commissioner Gransbery at Sagebrush and/or South Central, Commissioner Scheetz at Golden Plains and Commissioner LaFromboise at Tamarack and Pathfinder.

Plans for the Montana Library Association (MLA) workshop will be discussed as the April meeting gets closer.

Commissioner Kish will attend National Library Legislative Day (NLLD) and Commissioner LaFromboise will attend the Research Institute for Public Libraries (RIPL) conference along with two NAC members and Jennie Stapp and Sarah McHugh.

Commissioner LaFromboise is visiting different libraries as part of one of her classes.

Sage Solutions will be presenting on board development in the afternoon after the Broad Valleys, Golden Plains and South Central federation meetings.

Commissioner Scheetz's library has finished the cataloging for Poplar.

Jo Flick has requested pictures of librarians wearing headsets as part of the marketing and outreach for the GoToMeeting pilot.

## **PUBLIC COMMENT:**

There were none received.

## **OTHER BUSINESS & ANNOUNCEMENTS:**

There were none.

## **ADJOURNMENT:**

**Motion was made by Commissioner Roberts to adjourn the meeting and the motion passed. Time of adjournment was 10:50 a.m.**