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

**ATTENDEES:**

Commissioners: Chairman Colet Bartow, Connie Eissinger, Anne Kish, Bruce Newell, Brent Roberts and Ken Wall.

Staff: Jennifer Birnel, Christie Briggs, Jennifer Chutz, Bobbi deMontigny, Jo Flick (online), Jessie Goodwin, Erin Harris, Jemma Hazen, Martin Landry, Tom Marino, Sarah McHugh, Cara Orban, Bert Rinderle, Kris Schmitz, Jennie Stapp and Marlys Stark.

Visitors: Bill Cochran.

**Chairman Bartow called the meeting to order at 9:30 a.m.**

**INTRODUCTIONS AND STAFF LONGEVITY AWARDS:**

Bert Rinderle is the new Talking Book Library Circulation Manager.

Jennifer Chutz is the new project ecologist for the Natural Heritage Program (NHP).

Sarah McHugh presented Mike Price with a 15-year longevity award pin and Christie Briggs with a 20-year longevity pin. Jennie Stapp presented Tom Marino and Sarah McHugh both with their 15-year longevity pins.

**APPROVAL OF MINUTES:**

**Motion was made by Commissioner Roberts and seconded by Commissioner Wall to approve the October 13, 2015 minutes as presented and the motion passed.**

**STATE LIBRARIAN'S REPORT:**

Sarah McHugh reminded the commissioners that Ken Adams is retiring at the end of December. She commented on what the program accomplished under his leadership.

Bryce Maxell provided packets that NHP handed out at their recent partners' meeting to the commissioners as well as calendars. During the last executive planning process (EPP), MSL asked for an increase for the NHP contract but it wasn't included in the Governor's budget. NHP then unsuccessfully worked with lobbyists to get some

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funding. The NHP partners expressed how highly regarded the Heritage and NRIS services are and it was expressed that funding desperately needs to be found for such a valuable service. There were a lot of training requests as well as requests to have better access to information.

The reorganization budget is completed. Sara Groves will work on branding. Training will be important and user services will redevelop the request tracker tool. Stu Kirkpatrick retired in October. The position might be filled in early April with the recruiting process begin after the first of the year.

The MSL website update went smoother than anticipated so has gone live. MSL worked with the design, Edge Marketing to plan the updated site. The web leads all worked very hard, especially Tom Marino and Stacy Bruhn.

Jennie Stapp has a seat on the new state 911 advisory council that disbanded previously but has been reformed under a new governor's executive order. Next gen 911 is GIS based and so local governments will have to have the data to support the infrastructure. The council will meet monthly. A 911 legislative interim study is also underway. Staff are participating on a work group to support that study.

MSL is looking at opportunities for broadband contracts and will consider broadband in the upcoming EPP. A school broadband program is underway that calls for \$3 per MB per second connectivity, which may not be realistic. That figure assumes infrastructure is already in place. The Mainstreet Montana Innovation and Technology Key Industry Network will share their recommendations with the Governor's office and those should be available to review by February.

In regards to some of the numerous reports MSL produced, information from the June work program reports will move into the annual report. MSL is in the middle of the Institute of Museum and Library Services (IMLS) reporting period with the goal of aligning Library Services Technology Act (LSTA) funded projects with specific IMLS priorities. IMLS wants consistent reporting across all states rather than the free style reporting that was previously done. Because of delays due to the new reporting system, the reporting deadline has extended into January. Cara thinks the resulting hard data availability will be beneficial. MSL will be moving into the five year planning process using these reports. Last year MSL had reported certain activities using the Statewide Library Resources web-based mapping tool which will be retired as MSL looks into other options.

Legislators auditors have been here and will be back for another three weeks in January. They appear to be focusing on the Montana Land Information Act funds.

MSL should receive the 2017 EPP instructions in January about how the agency will conduct the process and what request parameters there are.

Due to personal reasons, for the next month or two several of the management team will be out at the same time.

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

MSL received no comments for the published rules amendment and so the commission can vote to adopt the amendments as published today.

**Motion by Commissioner Roberts and seconded by Commissioner Eissinger to adopt the rules amendment and the motion passed.**

## **NETWORK ADVISORY COUNCIL (NAC) REPORT:**

The NAC recommendation for the current unassigned balance of FY'15 LSTA is for additional trustee trainings and webinars from Sage Solutions. The commission will review this budget again after the March NAC meeting and that will be the final approval.

**Motion by Commissioner Newell and seconded by Commissioner Wall to put \$3,000 to trustee training as recommended and any other unexpended funding towards other trustee training and the motion passed.**

## **FY '16/'17 MONTANA LAND PLAN APPROVAL:**

The land plan committee of Cathy Maynard, Annette Cabrera, Leslie Zolman and Dawn Anderson helped Jennie and Evan prepare the draft. The council reviewed and approved the plan with a few changes in structure. Priorities focused on land information with emphasis on NG 911 data, the Montana hydrography dataset, and land cover and wetlands. The plan recommends an additional \$25,000 for grants this year and further recommends that any further increases in the Montana Land Information Account be made available for grants as well.

The council feels like they are constantly in a reporting cycle with plans and reports that blend into other plans and reports. They are considering moving to a bi-annual plan and reporting period. In order to comply with statute, the council must approve the plan annually but they can write it every other year.

The council is considering requesting funding through the EPP for dedicated funding for grants.

**Motion by Commissioner Roberts and seconded by Commissioner Kish to approve the land plan as presented and the motion passed.**

## **READY2READ TEXTING PROGRAM TRUST REQUEST:**

MSL has not used the \$5,000 donation for early learning received from Governor and Mrs. Bullock. All the marketing materials produced for the texting program are gone so this request is for additional materials with the funding coming from the Trust.

**Motion by Commissioner Newell and seconded by Commissioner Wall to approve the trust expenditure as requested and the motion passed.**

## **LIBRARY DEVELOPMENT STUDY TASK FORCE RECOMMENDATIONS:**

Bill Cochran, chair of the task force, was present to discuss the draft recommendations with the commission. The commission requested that the task force attempt to prioritize their list of recommendations.

**Recess at 12:40 for lunch, reconvene at 1:03.**

## **TALKING BOOK LIBRARY (TBL) RECORDING BOOTH ADDITION:**

The current recording booth is in full use and the demand is higher than the current setup can meet. A National Library Service (NLS) audio specialist toured the library and made recommendations for a new booth including location and vendors. Department of Administration General Services would have to work with the contractors to perform the work. It will be at least a full year from the beginning of the request for proposals (RFP) through the end of testing. The funding will come from the donation from the Montana Federation of Womens' Clubs that targeted recording with the remainder of the funding coming from the Trust. TBL will also apply for a SPARKS grant from IMLS.

## **THE MONTANA MEMORY PROJECT & THE DIGITAL PUBLIC LIBRARY OF AMERICA PRESENTATION:**

Montana Memory Project (MMP) has had great growth this year. They currently have 106 published collections from 45 contributing institutions. They are exploring becoming a service hub to the Digital Public Library of America instead of paying the fees to go through Mountain West Digital Library (MWDL). Membership to the MWDL is due in July so they hope to have an answer by then.

## **ACADEMIC CONSORTIUM:**

The new name of the consortium is TRAILS, which stands for Treasure State Academic Information & Library Services. A memo of understanding (MOU) for members is in its sixth draft and being reviewed. The MOU outlines the governance of the consortium. The general council includes an ex officio representative appointed by the state librarian. They have done an RFP for a statewide ILS and presentations will be next week.

## **COMMISSION GOALS AND OBJECTIVES:**

The 2016 meetings dates suggested are the second Wednesday of every other month except April, which will be April 6. That would make the dates February 10, April 6, June 8, August 10, October 12, and December 14.

**Motion by Commissioner Newell and seconded by Commissioner Roberts to approve those dates and the motion passed.**

The work plan will include looking at the strategic plan later this year. Commissioner Newell requested the plan focus on individual responsibilities, perhaps by putting names in the calendar slots for the coming year.

The calendar presented will change to a calendar year or an 18-month calendar instead of the current fiscal year.

Commissioner Wall will go to the National States Geographic Information Council midyear meeting in February. Commissioner Eissinger has been asked to attend the American Library Association's National Library Legislative Day in May.

## **PUBLIC COMMENT:**

Bill Cochran thanked the state library, staff and commission for excellent services.

## **ADJOURNMENT:**

**The meeting adjourned at 2:17 p.m.**