

# DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
9:30 A.M., FEBRUARY 10, 2016  
HELENA, MONTANA  
OR GOTOMEETING**

**ATTENDEES:**

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

Staff: Evan Hammer, Sarah McHugh, Cara Orban, Kris Schmitz, Jennie Stapp and Marlys Stark.

Visitors: John Finn and Judy Hart.

**Chairman Bartow called the meeting to order at 9:31 a.m.**

**ADDITIONS OR CHANGES TO AGENDA:**

Commissioner Roberts wants a few moments to discuss the Academic Consortium Council.

Stapp noted that reference to the National States GIS Coordinating Council was in error. The correct name of the organization of State GIS Coordinators is the National States Geographic Information Council.

**APPROVAL OF MINUTES:**

**Motion was made by Commissioner Roberts and seconded by Commissioner Wall to approve the December 9, 2015 minutes as presented and the motion passed with Commission LaFromboise abstaining.**

**STATE LIBRARY'S REPORT:**

State Librarian Stapp was asked to serve on a new advisory council for the Mozilla Foundation. Mozilla received a two year grant from the Institute for Museum and Library Services (IMLS) to evaluate and align benchmarks for web literacy for librarians with professional education credentials. The advisory board is made up of representatives from different types of libraries, library professional associations and one academic institution. They will be developing standards for web literacy resources and knowledge use. They will be looking for five pilot libraries to test the web literacy curriculum and different credentialing models.

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MSL submitted the LSTA FY'14 report in January. This work involved a new reporting process for IMLS with the goal to have libraries report on specific intents identified by IMLS so that IMLS can find commonalities in all reports. The LSTA FY'16 award has not been announced yet but it appears that it will again be level funding as will FY'17 based on the President's proposed budget.

Kris Schmitz will be attending a meeting about a \$350,000 reduction in the Coal Severance Tax funds that is shared between three agencies. Last biennium MSL lost \$90,000 from that fund.

MSL received preliminary instructions from the Governor's Office of Budget and Program Planning regarding the Executive Planning Process (EPP) for the upcoming legislative session. The instructions for building the base budget are to begin with the FY'17 startup budget as opposed to actual FY' 16 expenditures. Requests for new budget proposals will be due to the Governor's office by May 30. Priorities will be identified and presented to the commission at the April meeting. Requests will be slimmer and more strategic. The commission will probably have a teleconference in May to approve the final request. The possibility of remodeling a part of the library will be discussed again. Also the sunset date of the state aid increase is 2017 so continuing that funding will be discussed.

MSL has been gathering data to evaluate opportunities to support a statewide broadband model for public libraries. The last meeting discussed what a floor of ten gigabytes per second across the state would look like. This amount is roughly equivalent to speeds of 5 Mb per second per connection (wired and wireless) in each library. 2014 statistics show that libraries across the state are currently subscribing to two Gbps in total. At a nationally suggested target of \$3/Mbps cost for broadband to schools and library, the cost to procure enough broadband to support all devices at 5 Mbps would be approximately \$30,000. Given the cost for broadband in largely rural areas, this cost target is not very realistic but the information forms a good basis for evaluation. We do not current have good cost data for libraries at this time. Commissioner Wall stated he would volunteer to use any of his available tools to gather that information if possible.

Troy Blandford presented a water information system report to the legislative Water Policy Interim Committee. Commissioner Wall, Stapp and the planner from Teton County gave a presentation about the impact of the Montana Land Information Act grant program to the Education and Local Government Interim Committee and MSL also shared information about available broadband speeds with the Economic Affairs Interim Committee.

At the end of December, MSL completed their move to a virtual data center which was the result of about five years of work. MSC still has servers in the data center. MSL is receiving some pressure to move all their servers to the state data center operated by the State Information Technology Services Division. This transition would be more easily accomplished with our fully virtualized environment. Staff are beginning to talk about the impact to the on call policy now that we have more ability to remotely support IT needs.

A verbal offer has been made for the MSC Director position. Work is still being done on the job description of the GIS Coordinator position which should be reclassified by the end of the month.

The statistics task force still meets occasionally and makes changes. Commissioners will be informed of changes annually. The current changes for FY'16 data which will be collected in the summary include breaking apart some data that included both library district and city income data and dedicated levies information collection.

The library directory is undergoing an extensive rewrite including the statistics collection section.

## **FY'16 SECOND QUARTER FINANCIAL REPORT:**

Highlights of the submitted report are all found on the memo cover sheet and include a new grant for the ready to read rendezvous, previously approved trust fund expenditures, MLIAC fiscal authority being brought down to actual anticipated expenditures, LSTA FY'14 being closed out, etc.

**Motion was made by Commissioner Newell and seconded by Commissioner LaFromboise to approve the FY'16 second quarter financial report as presented and the motion passed.**

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

Final recommendations were presented. The task force didn't feel that prioritizing the list was an effective way to communicate the community needs. At this point the Network Advisory Council and MSL staff will take over and use the recommendations to direct future planning.

Commissioner Newell was very concerned that the task force was only made up of librarians so there was direct process to identify the needs of end users or for those that don't currently use the library.

**Motion was made by Commissioner Newell and seconded by Commissioner Wall to accept the report with thanks.**

Discussion of the motion revolved around the idea that some felt there should have been other avenues to explore rather than just a library focus while others felt these recommendations are a building ground and it wasn't feasible to collect information from every possible future user. Commissioner Newell stated he didn't want to move forward without having a feedback loop from all end users.

**Result of discussion was that the motion was withdrawn by Commissioner Newell and agreed upon by Commissioner Wall.**

Clarification of what the result of accepting the recommendations would mean. The next step would be discussion with the NAC about how to use the recommendations for project and budget purposes.

**Motion was made by Commissioner Roberts and seconded by Commissioner LaFromboise to accept the recommendations as presented with thanks and the motion passed.**

## **RESOLUTION OF APPRECIATION FOR JUDY HART, LEWIS & CLARK LIBRARY DIRECTOR:**

John Finn as the replacement for retiring Director Hart was introduced. He will continue as the legislative affairs committee member also. State Librarian Stapp read the resolution in to the minutes; it can found at the end of this document.

**Motion was made by Commissioner Eissinger and seconded by Commissioner Newell to approve and adopt the resolution and the motion passed.**

## **COMMISSION GOALS AND OBJECTIVES:**

The commissioners reviewed the Commission bylaws. Commissioner Newell would like to work with Stapp to update the document to make it more user friendly for commissioners.

**Motion was made by Commissioner Newell and seconded by Commissioner Eissinger to adopt the bylaws as presented and the motion passed.**

Commissioner Wall will be attending the National States Geographic Information Council (NSGIC) towards the end of the month. Commissioner Eissinger will attend the Sagebrush and Golden Plains federation meetings. Commissioners Bartow and Newell will attend the Broad Valleys federation meeting. Commissioner Roberts will attend the South Central federation meeting, Commissioner LaFromboise will attend the Pathfinder federation meeting, and Commissioner Wall will attend the Tamarack federation meeting.

The April commission meeting will be held in conjunction with the Montana Library Association (MLA) conference in Missoula. The meeting time will probably move up to 9:00 on April 6 in order to allow commissioners to attend a discussion about the future of the Montana Center of the Book held later that afternoon. April 7 is the date of the Conversations with the Commission session.

Commissioner Roberts reported on the business of the Academic Consortium. They currently have two initiatives underway. They have chosen Ex Libris as their shared catalog platform. U of M and MSU are the signatories. A concrete implementation/migration calendar has not yet been determined but the goal would be early 2017. The migration costs have been met already. The second initiative is forming a consortium for shared purchasing and resources, etc. The memo of understanding (MOU) has not yet been signed for that endeavor. Consortium coordinator, Pamela Benjamin, has

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submitted two grants for the consortium. One is the study of the impact of academic consortia and the second is to ensure tribal colleges are able to participate.

**PUBLIC COMMENT:**

There was none received.

**ADJOURNMENT:**

**The meeting adjourned at 12:30 p.m.**

After the meeting, the commission moved into a strategic planning work session. No business was conducted or votes taken.

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*Resolution Honoring Judy Hart, Retiring Library Director,  
Lewis & Clark Library*

*Whereas,* Judy has served enthusiastically as the Library Director at the Lewis & Clark Library since 2005;

*Whereas,* Judy has, in this role, exemplified what it means to be a community leader and 21<sup>st</sup> Century librarian through her service to her patrons and her involvement with community organizations including Rotary and the American Civil Liberties Union of Montana;

*Whereas,* Judy has served for the past ten years as the Federation Coordinator for the Broad Valleys Federation, encouraging federation members to actively pursue lifelong learning opportunities and faithfully documenting the many positive impacts that library federation funds have on federation libraries and the communities they serve; and

*Whereas,* Judy has gone above and beyond the call of duty to serve as the Montana Library Association's Government Affairs representative, where, in 2013, she orchestrated the successful legislative campaign to increase library state aid by 400%;

*Therefore be it resolved* that the Montana State Library Commission

1. Honors Judy Hart for all her years of work;
2. Thanks Judy for her service to the Montana State Library and the Montana library community; and
3. Wishes Judy all the best in her retirement.

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Colet Bartow, Chairman

Adopted by the Montana State Library Commission  
February 10, 2016