

# DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
9:30 A.M., APRIL 6, 2016  
MISSOULA, MONTANA  
OR GOTOMEETING**

**ATTENDEES:**

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

Staff: Jennifer Birnel, Jo Flick, Jessie Goodwin, Pam Henley, Sarah McHugh, Cara Orban, Suzanne Reymer, Kris Schmitz, Jennie Stapp and Marlys Stark.

Visitors: Cheri Bergeron, Pam Carlton, Carly Delsigne, John Finn, Nanette Gilbertson, Garry Lowell, and Kate Vassar-Geise.

**Vice-Chair Kish called the meeting to order at 9:30 a.m.**

Jessie Goodwin was introduced as the new Montana Shared Catalog (MSC) director.

**APPROVAL OF MINUTES:**

**A correction was noted by Commissioner Newell on page three. The word 'no' needs to be inserted between was and direct in the second paragraph about the library development study task force recommendations. The ending of the last sentence two paragraphs after that, Commissioner Newell requested to be reworded to read 'feedback loop from all library user groups'.**

**Motion was made by Commissioner Roberts and seconded by Commissioner Wall to approve the February 10, 2016 minutes as corrected and the motion passed.**

**STATE LIBRARIAN'S REPORT:**

Christie Briggs will be presenting a request to use MSL trust funds to pay for the installation of a new recording studio. Action will be requested in June.

MSL is exploring data storage options to replace the Storage Area Network (SAN) which will go out of warranty in October. The State Information Technology Services Division has said that they will no longer approve procurement requests for SANs leaving MSL with the option to migrate to the data center or to cloud vendors. From a cost perspective it is more viable to consider the data center. MSL's production server environment will need to move to the data center in order to get the best performance. Currently Montana Shared Catalog (MSC) data is not on the SAN. A decision regarding whether or not to move MSC servers to Sirsi's hosted environment or to the data center will be explored over the next 18 months.

MSL received over \$800,000 in Montana Land Information Act (MLIA) grant requests this year which is the highest that has ever been requested. The land plan only budgets \$225,000 for grants. Collections have seen a slight increase but not enough to recommend an increase to the grant budget.

MSL lost \$46,000 in Coast Severance Tax (CST) spending authority. This reduction is in addition to the \$90,000 reduction from last biennium. The digitization contract is being reduced and the remainder will be taken from the Statewide Library Resources (SLR) budget.

The FY'16 Library Services Technology Act (LSTA) award is \$1,066,000 and FY'17 will likely be level funding unless Institute of Museum and Library Services (IMLS) changes their spending format.

Evan Hammer and Michael Fashoway were in the next gen 911 interim study work group. Jennie Stapp sits on the advisory council. These groups made funding recommendations to the Energy and Telecommunications Interim committee to both enhance the 911 network and to allocate funds to MSL to undertake a GIS data assessment.

Jennie is the chair of the Chief Officers of State Library Agencies (COSLA) networking committee which looks at regional networking opportunities. One priority is broadband support models. Another priority is working with service partners to approve overall relationships with COSLA such as scalable e-book platforms.

The Federal Communications Commission has just announced lifeline modernization efforts. Lifeline provides funding to low income individuals to help them afford broadband. The modernization mentions a digital inclusion plan that will likely involve community anchor institutions including libraries.

MSL staff is taking steps to put into place ideas and items that came out of the task force and the Network Advisory Council (NAC). The May NAC meeting will have a RIPL conference overview regarding inputs, outputs and impacts.

Jessie Goodwin is the new MSC Director. The GIS Coordinator recruitment process is beginning. The user services lead, Alana Mueller-Brunckhorst, has resigned. Sarah McHugh is retiring on June 24<sup>th</sup> and there will be a reception after the June 8<sup>th</sup> commission meeting in Helena.

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

There are not many budget changes. The third quarter is the time for staff to analyze the budget and position things for the next financial year.

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

## **NETWORK ADVISORY COUNCIL REPORT:**

The NAC recommends accepting two new libraries into the MSC, Livingston Park County Public and Richey Public and use CST funds to pay the \$10,443 startup costs.

NAC recommends moving CST funds to things that don't have to be sustained for multiple years or that can be pulled back later if necessary in order to better manage CST revenue fluctuations.

**Motion was made by Commissioner Newell to accept the NAC recommendation to spend \$10,443 of CST to admit the new libraries to the MSC and the motion passed.**

The provided recommended budget combines the traditional Library Services and Technology Act (LSTA) "above the line" (associated with positions) with statewide projects recommendations. The NAC considered both LSTA and CST funding and took into account the task force recommendations when making budget recommendations for the FY 17 Statewide Library Resources budget.

The proposed budget doesn't define specific things such as the summer institute but just says training and the staff will work with NAC to choose schedules and events.

They recommend funding for a new position which would be a modified FTE funded from LSTA funds which means it would have to be approved by the Commission every year. This is a lifelong learning position and hopefully can free up some of the statewide projects librarian's time so she can do some grant writing since grant writing can't be done by a federally funded position.

The E-content budget reflects a budget reduction as recommended by the NAC. Cara requested a quote for the database licenses which were for specific databases and for specific types of libraries. The pricing on that quote will be a starting point for discussion. Other funding sources such as TRAILS (the academic library consortium) will be looked for.

**Motion was made by Commissioner Kish and seconded by Commissioner Eissinger to approve the recommendations as presented and the motion passed.**

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

The EPP instructions were to break legislation and budget requests into separate items with an April 15 deadline for legislation and a May deadline for budget. The commission will meet via teleconference to approve the final budget request in May.

Staff recommends that MSL bring forward a sunset extension to the statutory appropriation for the state aid legislation that would extend the time by six years to 2023. Staff met with the Governor's Office to share the preliminary plans and they showed no concerns.

Stories of the impact of this funding to individual libraries and communities will continue to be gathered and they will be shared with the interim committee before the session.

**Motion was made by Commissioner Roberts and seconded by Commissioner LaFromboise to approve the draft legislation and the motion passed.**

There are four budget proposals brought as drafts for commission feedback. Final approval will be requested during the teleconference in May. The framework document ties to the Governor's priorities and MSL's goals and provides an analysis of the budget impact.

1. MLIAC grant funding request is an attempt to make the grant program more stable instead of volatile. For the last two sessions MSL has unsuccessfully requested FTE support for the program so this request focuses on the grants as a way to demonstrate the benefit to local government. The \$300,000 request is more than the average amount given so it would fully sustain the current program and MSL would still be able to use some MLIA funds for the grant program also. Member Wall suggested changing the wording of 'local government' to 'government entity'.

2. Increased funding for the NHP core contract was an EPP request last session and didn't make it into the Governor's budget. The requested \$100,000 would bring the funding up to support current needs and would allow NHP to support MLIA work also.

3. A onetime only (OTO) request to complete the Talking Book Library digital conversion which is about 25 percent completed. The request is for operation funds and will require a RFP and contract to complete the work necessary.

4. Broadband request include what it would cost to achieve the highest level of support including what e-rate would cost. MSL would hope to continue to work with the Governor's office as they put together a proposal that would be affordable for all. One concern is that this is an ongoing request rather than OTO and represents a 38 percent increase in the MSL budget. The commissioners agreed that we should ask for what we need to help the constituents.

## **SUMMER INSTITUTE PROJECTS PRESENTATION:**

Jo Flick had invited Pam Carlton, Carly Delsigne, Pam Henley and Kate Vassar-Geise to give presentations on their summer institute projects. Unfortunately, due to a time crunch, they were just able to give a quick overview of the program and their project summaries and presentation were sent to the commissioners for viewing after the meeting.

## **COMMISSION GOALS AND OBJECTIVES:**

There were two responses to the strategic planning facilitators limited solicitation request. The Block response is out of the budget range so would have to be renegotiated if the commission chose him.

**Motion was made by Commissioner Newell and seconded by Commissioner Wall to ask the State Librarian to pursue a contract with Cooney and the motion passed.**

The suggested May teleconference date is the morning of May 25. Commissioner Newell will be overseas that day and thus unable to attend.

**Motion by Commissioner LaFromboise and seconded by Commissioner Eissinger to have the teleconference on May 25 at 10:00 a.m. regarding the EPP and the motion passed.**

Commissioners Bartow, Kish and Newell as well as State Librarian Stapp attended the Broad Valleys Federation meeting. Commissioner Eissinger attended Sagebrush and Commissioner LaFromboise may attend Tamarack.

Commissioner Eissinger will attend National Library Legislative Day this year along with John Finn, Dawn Kingstad, Ann Ewbank and Jennie Stapp.

#### **OTHER BUSINESS/ANNOUNCEMENTS:**

Commissioner LaFromboise is receiving an outstanding support staff award from Montana Library Association (MLA).

#### **PUBLIC COMMENT:**

There was none received.

#### **ADJOURNMENT:**

**The meeting adjourned at 12:50 p.m.**