

# FINAL

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
9:30 A.M., JUNE 13, 2018  
HELENA, MONTANA  
OR GOTOMEETING**

## **MINUTE LOG**

Recordings are found at <https://vimeo.com/album/3267051> and [https://www.youtube.com/playlist?list=PLB\\_J1FN8dGZfJJQ0VnGqg\\_NsK-RJ-3dGI](https://www.youtube.com/playlist?list=PLB_J1FN8dGZfJJQ0VnGqg_NsK-RJ-3dGI). Closed captioning is not available for this meeting.

### **ATTENDEES:**

Commissioners: Chairman Bruce Newell, Kenning Arlitsch, Elsie Arntzen, Anne Kish, Aaron LaFromboise and Ken Wall. Commissioner Eissinger was excused.

Staff: Tracy Cook, Jo Flick, Evan Hammer, Jim Kammerer, Amelea Kim, Tom Marino, Kris Schmitz, Jennie Stapp, Marlys Stark and Joe Tosoni.

Visitors: Janeen Brookie online, Ann Ewbank, Valerie Frank online, Nancy Schmidt online, Tava Smathers online and Stu Wilson.

Call to Order and introductions (00:00:22)

(00:03:04) Staff longevity pins

(00:05:16) Staff introduction – Amelea Kim, Lifelong Learning Librarian

Additions or corrections to the agenda (00:09:05)

Approval of Minutes – **Action** (00:09:14)

April 11, 2018 (00:09:16)

One correction made by Commissioner Wall in that he was present in person and not online as was stated. **Motion was made by Commissioner Wall and seconded by Commissioner Arlitsch to approve the minutes as corrected and the motion passed.** (00:09:43)

May 8, 2018 (00:09:50)

**Motion was made by Commissioner LaFromboise and seconded by Commissioner Arntzen to approve the minutes as presented and the motion passed.** (00:10:56)

State Librarian's Report – Stapp (00:12:16)

(00:12:30) Procurement updates

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- (00:12:36) Courier Contract awarded to Montana Air Cartage
- (00:15:40) Public Awareness Campaign – Banik
- (00:17:32) GIS Data Assessment – Digital Data Technologies
- (00:36:55) Fiscal Year End Purchases
- (00:38:05) Personnel hires
- (00:40:04) Office of Budget and Program Planning program inventory
- (00:41:07) Work Plan Format
- (00:53:35) Nonprofit Steering Committee meeting update
- (00:55:00) Stu Wilson from Library Strategies

Commissioner Arntzen commented about funding discussions for the Natural Heritage Program with the Environmental Quality Council for which the Office of Public Instruction has been invited to participate. Commissioner Arntzen left the meeting after this item. (01:04:03)

Fiscal year end work plan reports (01:09:00)

- (01:09:37) Cook
- (01:24:33) Schmitz
- (01:31:04): Hammer

Commission policy reviews (02:07:25) Policy updates will have action taken August 8, 2018.

- (02:07:50) On call policy draft update
- (02:11:27) Broadband pay plan policy draft update

State Publications Management Plan draft review (02:24:44)

Library Development Division/FY '18 Library Services Technology Act budget – **Action** (02:39:10)

- (02:40:50) **Motion was made by Commissioner Kish and seconded by Commissioner Arlitsch to adopt the budget as presented in the recommendations and the motion passed.**

Federation FY '19 Plans of Service – **Action** – (02:41:22)

- (02:44:19) **Motion was made by Commissioner LaFromboise and seconded by Commissioner wall to accept the plans of service as presented and the motion passed.**

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Personal Professional Development Plan Pathway to Certification Pilot – (02:55:00)

Montana State Library Trust requests – Stapp – **Action** (03:21:18)

(03:23:03) **Motion was made by Commissioner Kish and seconded by Commissioner Arlitsch to authorize the expenditure of \$150,000 from the state library trust for a contract with a consultant to help form a foundation and the motion passed.**

(03:27:06) **Motion was made by Commissioner Arlitsch and seconded by Commissioner Wall to authorize the expenditure of \$15,000 towards the 50<sup>th</sup> anniversary celebrations of Talking Book Library Services and the motion passed.**

Enhancing opportunities for Certified Teacher-Librarians in Montana – (03:28:17)

Commission Goals and Objectives – (04:02:30)

(04:02:40) National Library Legislative Day Report

(04:25:45) FY '18 Commission work plan

(04:19:20) Commission chair nominations

Commissioner LaFromboise has concerns about the workload but is interested in the chair position. Commissioner Kish is interested in the vice chair position.

(04:28:20) Rescheduling the October meeting date – **Action**

(04:38:10) **Motion was made by Commissioner Wall and seconded by Commissioner Kish to change the October meeting date from October 10 to October 9 and the motion passed.**

Public Comment on any matter not contained in this agenda and that is within the jurisdiction of the State Library Commission. (04:38:41)

Other Business & Announcements (04:38:47)

Executive Session: State Librarian performance appraisal (04:43:06)

**Due to privacy concerns, the commission chair chose to close the meeting for an executive session at 2:13 p.m. The recording was stopped at this time.**

Electronic copies of executive session minutes are kept on the personnel drive. Print copies of the minutes may be requested by authorized persons in accordance with MCA 2-3-212.

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**Executive session closed at 3:12 p.m. and the public meeting was called back in session.**

**ADJOURNMENT:**

**The meeting adjourned at 3:12 p.m.**