

**NETWORK ADVISORY COUNCIL (NAC)**  
**Tuesday, May 8, 2018**  
**GoTo Meeting**

**ATTENDEES:**

Council Members: Chair Tracy Cook, Colet Bartow, Connie Behe, Matthew Beckstrom, Barry Brown, MaryKay Bullard, Carly Delsigne, Sarah McClain, Hannah McKelvey, Bruce Newell, Sonja Woods

MSL Staff: Cara Orban, Pam Henley

Guests: Jodi Smiley

Chair Cook called the meeting to order at 9:30am.

**APPROVAL OF THE MINUTES:**

**No changes to the minutes. A motion was made by Member Beckstrom and seconded by Member Woods to approve the March 13, 2018 minutes, and the motion passed.**

**LSTA 17 ALLOCATION OF VACANCY SAVINGS:**

Chair Cook gave a summary of why the State Library had such a significant amount of vacancy savings. She explained the four possible options and that discussion at the Montana Library Association conference with public library directors and others led her to recommend the first option in the memo.

Members asked questions about the coal tax funds and cash flow and whether or not this would help. Chair Cook responded that this is federal money that must be spent by September 30, 2018, so it cannot be placed in a reserve account. The State Library can work on cash flow issues by recommending that the Commission un-obligate it's one time only appropriation for public libraries.

Members asked about the number of libraries in OCLC versus the MSC. Chair Cook explained that there are approximately 200 libraries participating in OCLC and 177 locations participating in the MSC. Those 177 libraries make up the bulk of libraries participating in OCLC. Members discussed option 1 versus option 3 within the memo. There were concerns amongst the members and the public library directors about OCLC bills going up significantly from one year to the next. While applying the amount would reduce OCLC bills by approximately 30%, the bills would go up in FY2020 that much plus a small inflationary amount.

Member Brown asked about the impact of option 3 on the bills. Orban and Cook explained why the amount would still vary considerably with option 3. With option 2, we would be applying \$90,000 or more to the contract. With option 3, we are still applying almost \$70,000. After further discussion, the Network Advisory Council members felt that option 1 was the best choice.

**Member Woods moved that the State Library apply option 1 of the LSTA 17 Remaining Discussion Memo in the use of LSTA 17 vacancy savings. Member Behe seconded, and the motion passed. Member Newell abstained.**

## **LSTA 18 BUDGET:**

Chair Cook explained the FY18 budget and how it is organized and allocated. There is approximately \$56,000 that needs to be allocated. There are contractual obligations that start on July 1 which requires the Network Advisory Council to approve most of the budget in time for the State Library Commission's June meeting. Chair Cook reported that we have time to think about the best use for the \$56,000. Cook asked members if they would like to wait until their August meeting to discuss the unallocated portion of the budget. The consensus was yes.

Chair Cook then discussed the breakout of the training budget, the Montana Memory Project, and the Lifelong Learning Librarian budget. These dollar amounts are not obligated per contract, but Cook needed the NAC to weigh in on the use of these funds. Did they want the allocation reflected on the spreadsheet? Or did they wish to change the allocations?

Members discussed the training budget. There was a desire to increase the budget. Members really liked the Fall Workshop and were glad it was coming back. Members expressed a desire to have a face to face Director training as current members found it very valuable when they were new directors. NAC members would like to include all directors in the training. Member Bartow discussed online trainings and expressed an interest in partnering with the State Library.

There was consensus that members wanted to increase the training budget. They recommended keeping the listed allocations, but want Chair Cook and Library Development staff to bring a strategic plan for how to spend the current funds and any additional funds.

Chair Cook asked members to discuss the \$6,000 allocated for digitization of new collections. Members asked if this was used every year. Cara Orban reported that it fluctuates. In some years, the Montana Memory Project Director, Jennifer Birnel, is able to offer two rounds of grants while in other years, all of it is quickly spent.

Members expressed a desire to support new content for the Montana Memory Project. Member Bartow mentioned how valuable teachers find the content. Other members expressed a desire to reach out to the tribes in Montana to add new content. The consensus was to leave the \$6,000 as a base, but they would like to see a new proposal from the Montana Memory Project Director for more funds to support new collections or outreach.

Members briefly discussed the additional funds in Lifelong Learning. The consensus was to give the Lifelong Learning Librarian the \$10,000 base budget, but they would like to see a plan for how that funding would be spent. They were also interested in any proposals to increase that funding.

**Member Woods moved to accept the LSTA FY18 budget as presented. Member Behe seconded, and the motion passed. Member Newell abstained.**

## **PREPARING FOR AUGUST RETREAT:**

Chair Cook encouraged those members that were continuing on the NAC to attend the retreat face to face. She mentioned that it has been a year of transition, but as members can see there is a lot of good work to be done that needs face to face discussion. Chair Cook also mentioned the idea of having new

members and current members attend a half day session the day before the retreat to discuss the Library Development Budget and the Library Development Study Task Force Recommendations. Chair Cook will add the \$56,000 budget plan and discussion to the agenda. She asked for other ideas for the retreat. Member Newell asked that the NAC consider the following questions: what's missing? What opportunities do we have for statewide initiatives? What problems do we have that our intractable and need to be solved?

**OTHER BUSINESS & ANNOUNCEMENTS:**

Cook and Newell thanked MaryKay Bullard and Carly Delsigne for their years of service on the Network Advisory Council.

**PUBLIC COMMENTS:**

There was none made.

**ADJOURNMENT:**

**The meeting adjourned at 11:10am.**