

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
9:30 A.M., APRIL 10, 2019  
STATE ROOM, DELTA MARRIOTT HOTEL, 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). Unedited closed captioning is available at the YouTube recording only.

**ATTENDEES:**

Commissioners: Chairman Aaron LaFromboise, Kenning Arlitsch, Elsie Arntzen, Jamie Doggett, Anne Kish, Bruce Newell and Ken Wall.

Staff: Troy Blandford, Meghan Burns, Tracy Cook, Maya Daurio, Jessica Edwards, Erin Fashoway, Michael Fashoway, Jo Flick, Evan Hammer, Pam Henley, Bob Holliday, Kenny Ketner, John Kilgour, Cara Orban, Suzanne Reymer, Jennie Stapp, Marlys Stark, Chuck Vopicka and Malissa Williams.

Public: Darlene Staffeldt, Chris Watson, Ron White and Stu Wilson.

Call to Order at 9:30 a.m. and introductions, **recording started late so time stamps aren't available for the first items**

Agenda changes

New employee introductions, Chuck Vopicka and John Kilgour

(00:00:17) Longevity awards, Bob Holliday's 20-year award and five-year awards for Maya Daurio, Meghan Burns and Pam Henley, **time stamp for part 1 starts with Meghan**

(00:04:07) Tracy also announced that Pam Henley was the recipient of an award from the Institute for Museum and Library Services for her work to complete the annual public library statistics process.

Approval of Minutes – **Action** (00:04:50)

February 13, 2019 Executive Session (00:05:32)

**Motion was made by Commissioner Newell and seconded by Commissioner Arntzen to approve the minutes as presented and the motion passed.** (00:05:55)

February 13, 2019 (00:06:12)

**Motion was made by Commissioner Kish and seconded by Commissioner Doggett to approve the minutes as presented and the motion passed.** (00:06:35)

Coal Severance Tax Revenue Estimating Process presented by Chris Watson from the Governor's Office of Budget and Program Planning (00:06:58)

(00:07:37) Introduction

(00:08:43) Presentation, PowerPoint is online with materials

Montana Shared Catalog Membership Application Moratorium (00:49:45)

(00:50:43) Pilot project discussions with OPI

(00:51:34) Commissioners request that this item remain on their agenda until a satisfactory resolution is determined.

3<sup>rd</sup> Quarter Financial Report (01:05:23)

**Motion was made by Commissioner Doggett and seconded by Commissioner Newell to accept the 3<sup>rd</sup> quarter financial report and the motion passed.** (01:13:44)

Legislative Update (01:14:55)

(01:14:59) One change from information provided in materials, SB349 tabled

(01:15:24) State Library budget status

(01:18:24) Other tracked bills

Limited English Proficiency Policy (01:28:36)

**Motion was made by Commissioner Newell and seconded by Commissioner Doggett to approve the Limited English Proficiency Policy as presented and the motion passed.** (01:30:02)

Network Advisory Council Report (01:30:26)

(01:30:35) Fair Library Access Resolution

(01:30:57) FY19 Library Services and Technology Act (LSTA) award

(01:31:25) Digital Public Library of America ebook pilot project

(01:32:08) OCLC contract

(01:33:18) OCLC contract services list

Public Library Standard Exemption Request (01:40:07)

**Motion was made by Commissioner Doggett and seconded by Commissioner Arlitsch to approve the exemption as requested and the motion passed.** (01:42:35)

Collection Development Policy (01:43:06)

**Motion was made by Commissioner Doggett and seconded by Commissioner Newell to approve the Collection Development Policy as presented with a request that staff address the accessibility of digital collections. (01:43:55)**

(01:44:07) Discussion on accessibility of the collection

**Motion was made by Commissioner Newell to amend the motion to state that staff will bring back an opinion about amending the policy to reference accessibility and a draft if necessary. The amendment was withdrawn. (01:48:26)**

**Motion was made by Commissioner Arlitsch and seconded by Commissioner Newell to amend the motion to add a sentence to the policy stating 'state library will strive to create and purchase collections that are accessible to disabled users' and the motion passed. (01:52:07)**

Next Generation 9-1-1 GIS Data Assessment presented by Michael Fashoway (01:54:12)

(01:54:47) Project presentation

**Break for lunch at 11:55 a.m. Resume at 12:35 p.m. with part 2 of the recording.**

CadNSDI Update Overview presented by Maya Daurio (00:00:16)  
(00:01:05) Story map updated annually

Montana Land Information Act Grant Awards (00:31:15)

**Motion was made by Commissioner Newell and seconded by Member Arlitsch to accept the recommendation of the council as presented and the motion passed with Commissioner Wall abstaining. (00:39:52)**

Continuing Education for Practicum Supervision (00:44:47)

**Motion was made by Commissioner Wall and seconded by Commissioner Doggett to approve the proposal as presented and the motion passed. (00:51:43)**

Montana State Library Trust Request (00:52:08)

**Motion was made by Commissioner Arlitsch and seconded by Member Newell to approve the Trust request and the motion passed. (00:54:37)**

State Library Report (00:54:58)

(00:55:11) Accessibility training and templates  
(00:57:24) FY20 LSTA budget  
(01:00:19) Congressional visits during the American Library Association conference in June  
(01:00:39) Public Awareness Campaign Final Report  
(01:03:00) Gigabit tool kit for public libraries  
(01:05:45) Web rewrite status  
(01:06:04) FTE restoration discussion

Commission Goals and Objectives (01:26:27)

(01:26:26) Work plan goals and objectives  
(01:28:38) **Work session next meeting**  
(01:29:25) Bylaws Update

**Motion was made by Commissioner Doggett and seconded by Commissioner Newell to accept the bylaws update as presented and the motion passed.** (01:31:16)

(01:34:43) Finance Committee Charter and Appointment

**Commissioners Kish, Doggett, Newell and Arlitsch all volunteered to be on the Finance Committee and Commissioners Kish, Doggett and Arlitsch were then appointed by Chairman LaFromboise.** (01:38:03)

**Motion was made by Commissioner Doggett and seconded by Commissioner Arlitsch to approve the Finance Committee charter as presented and the motion passed.** (01:40:10)

(01:40:50) Trust for Montana Libraries Update  
(01:44:44) Stu Wilson's trust comments  
(01:59:10) Draft Fair Access Resolution, **action in June**  
(02:06:37) Conversations with Commission Prep  
(02:13:30) Calendar Review  
(02:16:50) October Commission Meeting Venue

Public Comment (02:18:30)

There were none received.

Other Business & Announcements (02:18:38)

(02:18:41) Bruce Newell comments

Adjourn at 2:47 p.m. (02:19:00)