

Memo

To: Jennie Stapp, State Librarian

From: Cara Orban, Consortia Director

Date: March 12, 2020

Re: MSL Staff Work Plan and Budget Priorities for FY 2021

In November 2019, the Network Advisory Council discussed the Montana State Library's progress on meeting the objectives outlined in the agency's Library Services & Technology Act (LSTA) five-year plan, and identified priorities for the agency work plan for Fiscal Year 2021 (July 1, 2020 – June 30, 2021) to make further progress in meeting these objectives. In summary, the main priorities were:

- Support the Montana Shared Catalog;
- Analyze courier capacity needs;
- Coordinate economic development efforts in libraries;
- Support library staff and trustee professional development in the areas of community leadership and civil engagement.

MSL staff recommends the following ranked priorities for allocating the balance in available LSTA funds:

- Support position for the Montana Memory Project
- Courier tracking software
- Customer Relations Manager (CRM) software for MSL library development staff
- Increased staff travel budgets
- Gigabit Toolkit follow-up, including funds for new hardware and fiber

MSL staff identified the need to budget funds for MSL Fall Workshops and E-Gov support, as well.

MSL staff proposed that the following projects could potentially be funded using one-time-only monies:

- Courier capacity study
- Community hub development
- Return on investment study as described in the LSTA five-year plan