

# FINAL

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
9:30 A.M., FEBRUARY 12, 2020  
MONTANA STATE LIBRARY GRIZZLY CONFERENCE ROOM  
HELENA, MONTANA OR ZOOM**

## **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 Anne Kish, Kenning Arlitsch, Elsie Arntzen, Jamie Doggett online, Aaron LaFromboise, Bruce Newell and Ken Wall online.

MSL Staff: Marilyn Bennett, Troy Blandford online, Tracy Cook, Jessica Edwards, Jamie Faselt online, Evan Hammer, Pam Henley online, William Kessler, Amy Marchwick online, Cara Orban, Caroline Psaltis, Suzanne Reymer online, Jennie Stapp, Marlys Stark, Malissa Williams, and Nate Wold.

NHP Staff: Dan Bachen, Scott Blum, Braden Burkholder, Kay Hajek, Bryce Maxell, Jessica Mitchell, Andrea Pipp, Linda Vance online, and Lindsey Weaver.

Public: Mary Ellen Farrar online and Nanette Gilbertson.

Call to Order at 9:35 a.m. and Introductions (00:00:17)

(00:00:23) Introductions

(00:01:55) New Staff

(00:02:10) William Kessler

(00:02:49) Caroline Psaltis

(00:03:15) Nate Wold

(00:04:20) Marilyn Bennett

(00:05:27) Jamie Faselt

Consent Agenda – **Action** (00:06:13)

(00:08:58) **Motion was made by Commissioner Doggett and seconded by Commissioner LaFromboise to approve the consent agenda and the motion passed.**

State Librarian's Report (00:10:02) – Jennie Stapp, State Librarian

(00:10:10) Legislative Finance Committee Subcommittee and HB633

(00:15:46) Lidar project grant from 3DEP program of USGS

(00:20:55) Library Services Technology Act (LSTA) FY 2020 award

(00:23:12) 2021 Montana Land Information Act (MLIA) grant applications status

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- (00:24:05) Montana Shared Catalog (MSC) Partners follow-up
- (00:32:06) Tableau Review – Jessica Edwards, Data Coordinator
- (00:41:51) LSTA FY 2019 Infographic Report
- (00:42:45) MLIA Grant progress report
- (00:43:58) Circulation statistics

Financial Committee Report (00:46:57) – Malissa Williams, Central Services Manager  
(00:47:10) Second Quarter Financial Report – **Action**  
(00:48:28) Executive Planning Process  
(00:50:00) Discussion regarding finance committee report from Commissioners  
(00:58:04) **Motion was made by Commissioner Wall and seconded by Commissioner Doggett to approve the second quarter financial report as presented and the motion passed.**

Draft Public Library Standards (00:58:31)  
(00:58:39) Background by State Librarian Stapp  
(01:02:45) Tribal college libraries inclusion  
(01:04:05) Materials and process discussion by Tracy Cook  
(01:06:28) Commissioner questions or comments  
    (01:06:30) Engaging county commissioners  
    (01:08:36) Degree or experience discussion  
    (01:14:15) Updated draft process  
    (01:16:12) Certified board member discussion  
    (01:23:50) Salary requirement discussion  
    (01:29:25) Deferment process  
    (01:31:20) Personal mobility devices  
(01:34:16) Public Comment  
(01:37:14) Standards history

Study Administration of the Montana Natural Heritage Program – **Action** (01:38:26)  
(01:38:40) Revised proposal  
Written public comments will be attached to the minute log.  
(01:46:42) Public Comment  
    (01:48:04) Bryce Maxell  
    (01:56:38) Linda Vance  
    (02:01:20) Braden Burkholder  
    (02:03:57) Kay Hajek  
    (02:05:53) Andrea Pipp  
    (02:08:17) Dan Bachen  
(02:11:28) Commission Discussion  
(02:38:14) Typed three part motion by Commissioner Newell seconded by Commissioner Arlitsch emailed to Marlys Stark (attached) and shared electronically with meeting attendees. **1. Motion by Commissioner Newell that the State Library assumes the role of MTNHP administrator. 2. This transition would include**

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**MSL negotiating an agreement or agreements with OCHE, allowing UM to retain its current research-based contracts, along with the project-funded staff, and ensuring that all current contract obligations can be met. 3. In addition, the State Librarian is directed to work with OCHE towards an umbrella Memorandum of Understanding (MOU), allowing affiliate campuses to administer grants and contracts in the name of the MTNHP.**

(02:55:37) Amended motion by commission emailed to Marlys Stark (attached) and shared on the screen. **1. I move that the State Library assumes its statutory role of MTNHP administrator. 2. MSL is directed to develop a transition plan that would include negotiating an agreement with OCHE, allowing UM to retain its current research-based contracts, along with the project-funded staff, and ensuring that all current contract obligations can be met. 3. In addition, the State Librarian is directed to work with OCHE towards an umbrella Memorandum of Understanding (MOU), allowing affiliate campuses to seek and administer grants and contracts in the name of the MTNHP.**

(02:59:55) Friendly amendment passed.

(03:00:13) Motion by Commissioner Wall and seconded by Commissioner Arlitsch to spell out acronyms and the motion passed. 2<sup>nd</sup> draft of amended motion by commission emailed to Marlys Stark (attached) and shared on the screen. **This motion is in reference to the Montana Natural Heritage Program (MTNHP), the Montana State Library (MSL), the University of Montana (UM), and the Office of the Commission of Higher Education (OCHE).**

**1. I move that the State Library assumes its statutory role of MTNHP administrator. 2. MSL is directed to develop a transition plan that would include negotiating an agreement with OCHE, allowing UM to retain its current research-based contracts, along with the project-funded staff, and ensuring that all current contract obligations can be met. 3. In addition, the State Librarian is directed to work with OCHE towards an umbrella Memorandum of Understanding (MOU), allowing affiliate campuses to seek and administer grants and contracts in the name of the MTNHP.**

(03:01:37) Further discussion of current motion version and new amendments.

(03:06:17) Friendly amendment by Commissioner Arntzen. 3<sup>rd</sup> draft of amended motion by commission emailed to Marlys Stark (attached) and shared on the screen. **This motion is in reference to the Montana Natural Heritage Program (MTNHP) and its partners, the Montana State Library (MSL), the University of Montana (UM), and the Office of the Commission of Higher Education (OCHE).**

**1. I move that the State Library assumes its statutory role of MTNHP administrator. 2. MSL is directed to develop a collaborative transition plan that would include negotiating an agreement with OCHE, allowing UM to retain its current research-based contracts, along with the project-funded staff, and ensuring that all current contract obligations can be met. 3. In addition, the State Librarian is directed to work with OCHE towards an**

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**umbrella Memorandum of Understanding (MOU), allowing affiliate campuses to seek and administer grants and contracts in the name of the MTNHP.**

**(03:08:44) Commissioner Arlitsch made a motion seconded by Commissioner LaFromboise to approve the motion as amended and the motion passed.**

**Recess for lunch at 1:00 p.m. Reconvene at 1:31 p.m. (03:11:15)**

Commission Goals and Objectives (03:12:32)

(03:12:33) Commission Calendar

(03:12:36) National Library Legislative Day

(03:13:00) Final minute log

(03:13:34) Updates for work plan

(03:15:46) April Commission meeting at MLA

(03:16:53) Federation attendance

(03:27:06) Big Sky GeoCon

(03:28:08) Annual Bylaw Review

(03:28:40) Election timeline discussion

(03:35:31) Rules of conduct document discussion

(03:37:53) Staff to draft document for April meeting review

(03:38:16) Additional calendar items

(03:38:22) Dinner Wednesday at MLA in April

(03:38:47) June meeting in Great Falls

(03:40:12) October meeting in Missoula

Public Comment (03:41:18)

(03:41:33) Montana NENA chapter formed

Other Business & Announcements (03:43:06)

Adjourn at 2:02 p.m. (03:43:45)