

MONTANA STATE LIBRARY (MSL) COMMISSION MEETING
9:30 a.m., October 12, 2022
Montana State Capitol, Room 303 and Zoom

MINUTES

Recording can be found at:

YouTube: <https://youtu.be/ZPiD5R94dM8>

Unedited closed captioning is available.

ATTENDEES:

Commissioners:

Elsie Arntzen (Superintendent of Public Instruction), Tammy Hall, Chair Dalton Johnson, Kristin Kerr, Robyn Scribner, Vice-Chair Peggy Taylor

MSL Staff:

Marilyn Bennett, Malissa Briggs, Tracy Cook, Erin Fashoway, Michael Fashoway, Evan Hammer, Erin Harris, Pam Henley, Rebekah Kamp, Genevieve Lighthiser, Amy Marchwick, Cara Orban, Jennie Stapp

State Staff on Zoom:

Kazi Arifuzzamann (MSL), Jennifer Birnel (MSL), Troy Blandford (MSL), Melanie Carroll (MSL), Bob Cochran (MSL), Bobbi DeMontigny (MSL), Stuart Fuller (Elections Manager, Secretary of State), Sharon Hardwick (MSL), Jim Kammerer (MSL), Ashley Kanduch (MSL), Melody Karle (MSL), Kenny Ketner (MSL), Dylan Klapmeier (Education Policy Advisor, Office of the Governor) Bryce Maxell (MSL)

Public:

Abby Dooley (North Lake County Library), Valerie Frank (Blaine County Library), Nancy Schmidt (Laurel Public Library), Jonna Underwood (Sheridan County Library),

Public on Zoom:

Star Bradley, Katie Burkhalter, Lori Cannady (Dillon Public Library), Micah Drew, Elizabeth Fellerer, McCall Flynn, Nicole Girkin, Nancy Hall, Amy Hanson, Anne Kish, Jodie Moore (Red Lodge Carnegie Library), Addie Palin (Hoffman York), James Parrott, Mara Silvers, Victoria Troeger

Agenda: [Attachment 1](#)

(00:00:33) Call to Order and Introductions

(00:01:39) Staff Longevity Recognition

- Cara Orban, 10 years
- Erin Harris, 10 years

(00:06:03) Consent agenda

- August 3, 2022 minute log: [Attachment 2](#)
- Fiscal Year '22 4th Quarter Financial Report: [Attachment 3](#)
- Fiscal Year '23 1st Quarter Financial Report: [Attachment 4](#)

(00:08:40) Motion by Commissioner Kerr and seconded by Commissioner Johnson that the meeting minutes on August 3rd and the financial reports from quarter four fiscal year 2022 and quarter one fiscal year 2023 be approved and the motion passed unanimously.

- **Elsie Arntzen-aye**
- **Tammy Hall-aye**
- **Dalton Johnson-aye**
- **Kristen Kerr-aye**
- **Robyn Scribner-aye**
- **Peggy Taylor-aye**

(00:09:48) Fiscal Year '22 Federation Reports – Cook: [Attachment 5](#)

- Broad Valleys – Lori Cannady
- Golden Plains – Jonna Underwood
- Pathfinder – Valerie Frank
- Sagebrush – Sonja Woods
- South Central – Nancy Schmidt
- Tamarack – Abbi Dooley
- Public Comment

(00:54:46) Motion by Commissioner Hall and seconded by Commissioner Scribner to accept the FY2022 Federation reports as presented and the motion passed unanimously.

- **Elsie Arntzen-aye**
- **Tammy Hall-aye**
- **Dalton Johnson-aye**
- **Kristen Kerr-aye**
- **Robyn Scribner-aye**
- **Peggy Taylor-aye**

(00:55:48) Chair Johnson called a 5-minute break

(00:56:10) Rebrand subcommittee recommendation – Subcommittee: [Attachment 6](#)

- Proposed logo: [Attachment 7](#)

- Print proof (a print copy made available to Commissioners and meeting attendees): [Attachment 8](#)
- Brand Rollout Strategy: [Attachment 9](#)
- Public comments on logo: [Attachment 10](#)
- Sept 1 Recommendations to the Subcommittee: [Attachment 11](#)
- Commissioner Hall's written comment for Public Record: [Attachment 12](#)
- Public Comment

(01:26:08) Motion by Commissioner Kerr and seconded by Commissioner Taylor to accept the proposed logo that we have for you today and you can see on the screen. This is just for the approval of the logo and the motion passed.

- Elsie Arntzen-aye
- Tammy Hall-nay
- Dalton Johnson-aye
- Kristen Kerr-aye
- Robyn Scribner-nay
- Peggy Taylor-aye

(01:38:02) Motion by Commissioner Arntzen and seconded by Commissioner Hall for a pause at this point to have the State Librarian and staff give a presentation to our commission on the exact opportunity rather than bullet points on what the brand rollout will do if it does include Hoffmann York, our current vendor, or, if it might include extra, or if it might include something different at our next commission members meeting and bringing back just procurement with the Department Administration and get their council as well.

(02:00:51) Motion by Commissioner Arntzen and seconded by Commissioner Hall that the pending motion be postponed until the December meeting. No further money will be spent with Hoffman York beyond what was included in the budget of the State Library and the motion passed.

- Elsie Arntzen-aye
- Tammy Hall-aye
- Dalton Johnson-aye
- Kristen Kerr-aye
- Robyn Scribner-aye
- Peggy Taylor-aye

(02:03:58) Chair Johnson called a 30-minute lunch break

(02:48:28) State Library Draft Policy Review

(02:04:36) Comp Time MEMO – Hardwick: [Attachment 13](#)

- Comp Time Policy – Hardwick: [Attachment 14](#)

(02:06:01) E-Resources Collection Development MEMO – Orban: [Attachment 15](#)

- E-Resources Collection Development Policy – Orban: [Attachment 16](#)

(02:14:24) Montana Land Information Act (MLIA) Council report – Stapp and E. Fashoway

- MLIA History – Hammer: [Attachment 17](#)
- Red Tape Relief legislative review: [Attachment 18](#)

(02:19:40) The Structures & Addresses Framework: Modernizing emergency response and elections –E. Fashoway and staff: [Attachment 19](#)

(02:55:03) Transparency and data informed planning to help MSL meet our mission –Kamp: [Attachment 20](#)

- FY 22 Annual Report
- Montana State Library Dashboards: [Attachment 21](#)
- FY 23 Work Plan Dashboard
- Monthly Governor’s Report on Objectives, Goals, Strategies and Measures
- Interim Budget Committee Reports
 - MSL 2023 Interim Budget Committee Report Storymap: [Attachment 22](#)
 - MSL COVID-Related Funding and Expenditures Storymap: [Attachment 23](#)

(03:26:33) Fiscal Years 2020/2021 Financial Compliance Audit – Briggs: [Attachment 24](#)

- Memo: [Attachment 25](#)

(03:38:46) State Library Report - Stapp

- Space planning update
- Talking Book services transition
- Executive Planning Process update
- Partner feedback: [Attachment 26](#)
- News to know about: [Attachment 27](#)

(03:47:23) Commission Goals and Objectives - Commission

- State librarian evaluation update
- Calendar Review: [Attachment 28](#)

- Fall Federation Meetings
- December 8 retreat planning

(03:56:21) Meeting adjourned at 2:19 p.m.

DRAFT