

# FINAL

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING**  
**Wednesday, October 11, 2023, 9 a.m.**  
**Ace Stillwater Civic Center and Zoom**  
**16 Sheep Dip Road, Columbus Montana**

## MINUTES

Recording can be found at:

YouTube: <https://youtu.be/6gaJILNjOyA?si=Zhm-IeqPKQJ2B7i>

Unedited closed captioning is available.

## ATTENDEES:

### Commissioners:

Elsie Arntzen (Superintendent of Public Instruction), Vice-Chair Tom Burnett, Carmen Cuthbertson, Tammy Hall, Brian Rossmann, Chair Robyn Scribner, Peggy Taylor

### MSL Staff:

Sean Anderson, Colet Bartow, Marilyn Bennett, Jennifer Birnel, Malissa Briggs, Tracy Cook, Bobbi DeMontigny, Erin Fashoway, Lee Fossum, Evan Hammer, Sharon Hardwick, Pam Henley, Jim Kammerer, Rebekah Kamp, Kenny Ketner, Amy Marchwick, Keiley McGregor, Cara Orban

### Guests:

Brenda (Winifred Library), Aislinn Brown, Austin Castle, Carmen Clark, Sarah Creech, Ashley Cummins, Karol Anne Davis (State of Montana, DOA), Abby Dooley, Micah Drew, Teri Dugan, Valerie Frank, Lynda Grande, Kris Goss, Susan Gregory, Mitch Grady, Dave Ingram, Stew Mohr, Jodie Moore, Bruce Newell, Terisa Oomens (State of Montana, DOJ), Sarah Peterson, Kathleen Ralph, Alyssa Ramirez, Rachel Rawn, Alex Sakariassen, Laura Sankey Keip, Nancy Schmidt, Brandi Shepard, Ella Smith, Kit Stephenson, Janet Williams, Janet Worrall, Krystal Zentrier

Agenda: [Attachment 1](#)

### **(00:00:23) Call to Order and Introductions**

(00:09:16) Changes or additions to the agenda

(00:10:08) Staff longevity recognitions

(00:14:49) Governor's Award for Excellence

### **Business items**

(00:17:28) Consent agenda – Action

- [June 14, 2023 meeting minutes](#)

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- [June 22, 2023 meeting minutes](#)
- [July 11, 2023 meeting minutes](#)
- [August 9, 2023 meeting minutes](#)
- [September 6, 2023 meeting minutes](#)
- [Minutes Correction MEMO](#)
- [Talking Book Policies](#)
- [Talking Books Institution Policy DRAFT](#)

**(00:20:10) Motion by Tammy Hall to move to accept the consent agenda and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

**(00:20:28) [Fiscal Year 2023 4<sup>th</sup> quarter](#) & [FY 2024 1st quarter financial reports](#)**

- Public Comment

**(00:22:10) Motion by Tom Burnett to move to accept the fiscal year 23 quarter report and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

**(00:25:00) Motion by Peggy Taylor to move to accept the FY24 1st quarter report and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

**(00:26:32) [Fiscal Year 2023 Federation reports](#) - Action**

- Public Comment

**(01:18:10) Motion by Tammy Hall to move to accept the FY23 federation reports and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**

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- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(01:20:45) Commission Bylaws – Action

- Public Comment

**(01:22:44) Motion by Tammy Hall to move to accept the bylaws.**

**(01:25:45) Motion by Tammy Hall to move to amend the motion to remove the vice-chair from the bylaws section 6f and the amendment passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

**(01:31:54) Motion by Tom Burnett to move to amend the motion to change the text of 8.a.2 to “staff changes of the MSL including but not limited to hiring, resignations and dismissals of staff” and the amendment passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

**(01:38:41) Motion by Tammy Hall to move to accept the bylaws with the removal of vice-chair from section 6f and to change the text of 8.a.2 to “staff changes of the MSL including but not limited to hiring, resignations and dismissals of staff” and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

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- Public Information Officer position – Action

- Public Comment

**(01:42:10 and 02:08:40) Motion by Brian Rossmann to move to accept the creation of the PIO position and the motion did not pass.**

- **Elsie Arntzen-Nay**
- **Tom Burnett-Nay**
- **Carmen Cuthbertson-Nay**
- **Tammy Hall-Nay**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

**(02:06:15) Motion by Peggy Taylor to move to postpone until the next meeting until further information about the position, such as budget and job description are provided and the vote did not pass.**

- **Elsie Arntzen-Nay**
- **Tom Burnett-Nay**
- **Carmen Cuthbertson-Nay**
- **Tammy Hall-Nay**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(02:09:20) State Pay Plan Policy and discretionary pay - Action

- State of Montana Broadband Pay Plan Policy, effective October 1, 2023
- Public Comment

**(02:09:45) Motion by Tom Burnett to move that any discretionary pay adjustments must be approved by the Commission and signed by the Chair prior to submitting to DOA and the motion passed.**

- **Elsie Arntzen-Aye**
- **Tom Burnett- Aye**
- **Carmen Cuthbertson- Aye**
- **Tammy Hall- Aye**
- **Brian Rossmann-Nay**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Nay**

(02:44:30) Draft Administrative Rules

(02:45:35) Montana Geospatial Information Act Rules – Action

- Public Comment

**(02:48:00) Motion by Tammy Hall to move to accept the MGIA changes as written and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**

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- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(02:49:00) [Montana Real Time Network rules](#) – Action

- Public Comment

**(02:53:00) Motion by Tammy Hall to move to accept the rules for the RTN as presented and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(02:53:55) [Public Library Standards Task Force Recommendations](#) – Action

- Public Comment

**(03:09:00) Motion by Tammy Hall to move that the MSL no longer requires an MLS degree for librarians in cities of more than 25,000 thereby passing the responsibility to set librarian requirements to the local governing boards/commissions.**

**(03:30:10) Motion by Camen Cuthbertson to move to amend the motion to remove the MLS standard for service areas over 25,000 from the Public Library Standards.**

**(03:45:52) Motion by Tammy Hall to move to amend the motion to add “thereby passing the responsibility to set library director requirements to the local governing boards/commissions” and the amendment passed.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Nay**
- **Robyn Scribner-abstained**
- **Peggy Taylor-Nay**

**(03:56:20) Motion by Tammy Hall to move to remove the MLS standard for service areas over 25,000 from the Public Library Standards thereby passing the responsibility to set library director**

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requirements to the local governing boards/commissions and the motion passed.

- Elsie Arntzen-Aye
- Tom Burnett-Aye
- Carmen Cuthbertson-Aye
- Tammy Hall-Aye
- Brian Rossmann-Nay
- Robyn Scribner-Aye
- Peggy Taylor-Nay

**(04:01:30) Motion by Tammy Hall to move to accept the Public Library Standards DRAFT administrative rules from the Public Library Standards Task Force.**

**(04:08:46) Motion by Tammy Hall to move to amend the motion to accept the Public Library Standards DRAFT administrative rules from the Public Library Standards Task Force and the amendment passed.**

- Elsie Arntzen-Aye
- Tom Burnett-Aye
- Carmen Cuthbertson-Aye
- Tammy Hall-Aye
- Brian Rossmann-Nay
- Robyn Scribner-Aye
- Peggy Taylor-Aye

**(04:11:23) Motion by Hall to move to accept the Public Library Standards DRAFT administrative rules and the motion passed.**

- Elsie Arntzen-Aye
- Tom Burnett-Aye
- Carmen Cuthbertson-Aye
- Tammy Hall-Aye
- Brian Rossmann-Nay
- Robyn Scribner-Aye
- Peggy Taylor-Aye

**(04:12:10) Chair Scribner called a 20-minute lunch break.**

**(04:12:35) Discussion items and presentations**

(04:12:57) What is the Network Advisory Council

(04:35:48) [Public Library Standards as adopted August 2021](#)

(04:40:30) [Continuing Education and Certification Program as adopted June 2023](#)

**(05:09:24) Standing reports and information items**

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(05:09:24) State Library Report – Stapp

- [FY 24 Work Plan Dashboard](#)
- [FY 24 Work Plan Dashboard: Print Version](#)
- [Monthly Governor's Report on Objectives, Goals, Strategies and Measures](#)
- [Fiscal Year 2023 Montana State Library annual report](#)
- [Website dead links report](#)
- [Interim Budget Committee Hot Spot Lending Report](#)
- [Fiscal Year 2024 1st quarter contracts report](#)
- [Fiscal Year 2024 1st quarter personnel report](#)
- [Fall Workshop Evaluation](#)
- [Partner Feedback](#)

**(05:26:50) Commission Goals and Objectives – Commission**

- [Annual business calendar](#)
- [Annual Business Calendar: Print Version](#)

(05:33:39) Other Business & Announcements

(05:37:00) Chair Scribner adjourned at 3:15 p.m.

*Minute document created by Genevieve Lighthiser, 10-30-23.*