

Financial Management

1. Understanding Local Government Budgeting and Finance
2. Navigating the Elective Roadmap to Excellence: Improve Library Funding and Structure
3. Library Mill Levies Webinar
4. Managing the Money: Best practice for public libraries
5. Grantseeking for Libraries: Strategies and Tips

Understanding Local Government Budgeting and Finance

Course Description

Most public libraries in Montana are funded primarily by tax revenue collected at the local level. They may receive state funding, grants, or private donations but the largest percentage of their revenue comes from taxes. Understanding the library's revenue, expenditures, and local government budgeting is an important duty of the library board and director. There is an expectation that the director and board will manage public funds wisely. This course explores key concepts surrounding local government budgets and revenue sources in order to help trustees and directors create and manage the library's budget.

Topic

Financial Management: Understand the budget, library finances, and financial reports

Presenter Name

Tracy Cook

Presenter Credentials

MSL Lead Consulting and Learning Librarian

Presenter Association

Montana State Library

Cost

None

Course Catalog

Proposal for MSL Commission Approval



Navigating the Elective Roadmap to Excellence: Improve Library Funding and Structure

Course Description

Join the MSL Consultants and Montana Librarians to learn more about the Elective Roadmap to Excellence and strategies to improve library funding and structure.

Topic

Financial Management: Understand the budget, library finances, and financial reports

Presenter Name

MSL Statewide Consultants

Presenter Credentials

MSL Statewide Consultants

Presenter Association

Montana State Library

Cost

None

Course Catalog

Proposal for MSL Commission Approval



Library Mill Levies Webinar

Course Description

The legislature made changes to property taxes in the 2025 legislative session. HB231 and SB542 may require action from public libraries that have voted levies. Learn more about this bill, the changes it will make to property taxes, and what actions you might need to take if you have a voted levy. MSL staff discuss changes to mill levy laws with Montana Association of Counties (MACo) staff members - Jason Rittal, Deputy Director, and Nancy Everson, Governmental Finances Director.

Topic

Financial Management: Understand the budget, library finances, and financial reports

Presenter Name

MSL staff and Montana Association of Counties (MACo) staff members - Jason Rittal, Deputy Director, and Nancy Everson, Governmental Finances Director

Presenter Credentials

MSL Staff and Montana Association of Counties (MACo) staff members

Presenter Association

MSL and Montana Association of Counties

Cost

None

Course Catalog

Proposal for MSL Commission Approval



Managing the Money: Best practice for public libraries

Course Description

Managing public funds is an important duty. Understanding how to read financial reports and best manage public funds can feel like learning a foreign language. This session will cover Montana's Local Government Budget Act, the purpose of governmental accounting, how to read reports, and best practices for wise stewardship of public funds. This course is available face-to-face or virtually. Please contact Tracy Cook (TCook2@mt.gov) to schedule.

Topic

Financial Management: Understand the budget, library finances, and financial reports

Presenter Name

Tracy Cook

Presenter Credentials

Tracy Cook is the Lead Consulting and Learning Librarian for the Montana State Library. She assists public and tribal college libraries in Montana with a variety of things - including library administration, policies, financial work, strategic planning and library board trainings. Tracy enjoys the outdoors and loves to hike and cross country ski. She also volunteers for Glacier National Park and Giant Springs State Park during the spring, summer, and fall.

Presenter Association

Montana State Library

Cost

None

Course Catalog

Proposal for MSL Commission Approval



Grantseeking for Libraries: Strategies and Tips

Course Description

Grant funding provides libraries with the opportunity to offer programs and services to the community which may not fit into the library's regular budget. If the process of evaluating opportunities and applying for a grant feels overwhelming, join us for this webinar to discuss strategies for success that can benefit libraries of all sizes. We'll look at aspects of grant development including mission alignment, how to build organizational support, and submitting a strong application. Funders are often interested in a diverse set of applicants and communities to distribute their funding to, and this session will help you feel more confident and empowered to pursue these opportunities for your library.

Topic

Financial Management: Understand the budget, library finances, and financial reports

Presenter Name

Kendra Morgan and Steph Harmon

Presenter Credentials

Kendra Morgan, Senior Program Manager, WebJunction Steph Harmon, Program Design and Development Manager, WebJunction

Presenter Association

WebJunction

Cost

None