

**Montana State Library Commission
Meeting Minutes for February 12, 2003
Helena, MT**

Attendees:

Commissioners: Ralph Atchley, Bruce Morton, Al Randall, David Johnson, Gail Staffanson, Cheri Bergeron, Rosemary Garvey

Staff: Karen Strege, Darlene Staffeldt, Kris Schmitz, Jim Hill, Barbara Duke, Tracy Cook, Sue Jackson, Bob Cooper, Suzy Holt

Visitors: Debbie Schlesinger

Ralph Atchley called the meeting to order at 9:05 am.

Adoption of Minutes

Al Randall suggested changing the wording in the first paragraph of the Program 7 report. The words "of the" should be added in front of creation to make it more clear. Bruce Morton also suggested adding legislative in front of authority in the third paragraph. David Johnson moved to adopt the minutes from January and December with the suggested changes made. Morton seconded the motion and it passed unanimously.

State Librarian's Report

Strege asked that the FY03 LSTA budget discussion scheduled for 10:00 be removed from the agenda as the Congress has not approved the FY03 budget. Final action on the budget is expected at the end of February or early in March. The reauthorization of LSTA for the next five years has been introduced in the Senate. No hearings have been scheduled yet. As soon as the federal budget is approved, the commission will need to have a telephone conference to approve MSL's LSTA budget.

Bruce Newell and Duane Anderson developed a grant application for the Institute of Museum of Library Services for \$500,000 to start up the digital library program. Strege thanked Newell and Anderson for spearheading the project. The grant contains a request for about \$300,000 for personal services and about \$175,000 for equipment and supplies. Personal services include evaluators, contract services for GIS help and cataloguing. The deadline for the grant was February 1. MSL contacted General Services to assist in space planning to bring together all the digital library staff.

Strege thanked LISD staff and other staff who helped complete a major material evaluation and shifting project.

The April commission meeting will be held in conjunction with MLA at the Butte Copper King.

Program 7

Jim Hill demonstrated new applications on the NRIS website, including the new Topofinder II.

Hill reported that NRIS recently added soils data from the Natural Resources Conservation Service to its website. NRIS is the only program in the nation that NRCS allows to serve its data. NRCS presented NRIS with a certificate of appreciation at Library Legislative Day for working with them to develop access to their data.

The NRIS 2002 annual report was published and Hill thanked Anastasia Burton for her work.

NRIS participated in Rotunda Day at the Capitol. GIS professionals across the state staffed booths in the rotunda to showcase their abilities. NRIS sponsored a booth dedicated to e-government and access to government information. Hill thought the event was not a rousing success, but a few legislators did attend.

Hill has also been busy with the legislature and finalizing the MOU.

Program 1

Darlene Staffeldt said that she is very proud of what LISD has done with the weeding and shifting of the collection. Staff is also addressing the backlog of state and federal documents.

Suzanne Reymer just returned from ALA Mid-winter conference where she attended a number of workshops dealing with the federal budget and e-rate. She also represents MLA on the ALA council.

LDD has also been busy reviewing the collection management policies because the deadline for the honor roll is quickly approaching.

The library directory is being updated online and there has been a lot of cooperation from libraries in updating their own information.

TBL has been very busy. The circulation clerk received a new computer, which leaves only one computer in the agency that doesn't meet ITSD standards, and that one will be replaced soon.

TBL has received many inquiries from its patrons about MSL's budget and the legislative process. Staff is providing information without lobbying.

Strege added that Anastasia Burton had twins last Thursday. Mother and children are doing fine and will return to Helena at the end of the week.

MLN

Bruce Newell reported that MLN has been conducting training including some OCLC training at the Lewis & Clark County Library.

Newell and some other LDD staff attended Rotunda Day and showcased the shared catalog and the Digital Library. At the last commission meeting, Morton asked whether it would be possible to work with Infotrac on branding the catalog web pages and that has been done.

Newell has negotiated a special deal with SIRSI to add libraries on a prorated basis rather than in a big chunk. There have been some problems with the catalog going down at times, and that is being worked on. An alternative server configuration is being considered to rectify the problem. Newell and Bob Cooper have been working with VisionNet on ways to provide more bandwidth for about the same price to local libraries.

At the last Networking Task Force meeting, the OCLC contract for the upcoming year was discussed. At this point, the state may be \$60,000 - \$100,000 short for the statewide contract. The 21 full cataloging libraries probably have sufficient funds to continue OCLC, but the approximately 200 shared catalog libraries around the state, particularly school libraries, may not be able to afford to continue the service. Newell wrote to OCLC asking them if they'd be willing to renegotiate the contract amount. OCLC not only said yes to the request, they also said they would work with MSL toward restructuring the payment schedule so perhaps even the smallest libraries could be included. Newell does not yet know what the beginning price will be,

but he believes OCLC wants to make this work and will make it very affordable. Strege commended Newell for all his work with OCLC on the contract.

Newell mentioned a new product called Question Point, which is an online method for providing reference services. OCLC began sharing bibliographic records and then expanded into resource sharing, e-library books and digital preservation. They now seem to be moving toward sharing reference expertise. This could be an incredible opportunity for Montana to provide cooperative reference on a regional basis. It might mean a library volunteering to be available to take incoming reference calls one hour per week. This would allow us to build a reference database of commonly asked questions and also to identify subject expertise and build routing to provide excellent reference services in even the smallest of libraries. The costs are very reasonable and Newell feels this might be something for the state to explore in the next year.

Debbie Schlesinger asked when libraries would know about next year's OCLC costs. Newell said he could get her a preliminary number today. Schlesinger also asked about privacy issues in regards to the shared reference project. Newell said he believes there are controls built into the product to separate the questions from the person asking them.

LSTA

Continuing LSTA projects are being funded, but no new ones will be initiated until the federal budget is finalized and the commission approves the LSTA budget.

Morton asked if MSL should seek legal counsel on the efficacy of continuing funding projects when the funding isn't certain. Schmitz explained that we were given an advance on our LSTA funds and that is being used to pay for projects that have already been approved, so legal advice is not necessary.

Financial Reports

Schmitz presented FY03 second quarter financial reports. Some FY01 LSTA projects were closed and final expenditures listed. The projects listed are only the ones Schmitz deals with internally, not the ones Sue Jackson deals with. Jackson already closed her projects on her last report. Jackson and Schmitz completed the FY01 report for LSTA and that year is officially completed.

The internal LSTA projects such as MLN, the consultants and the marketing position are all still operating on FY02 LSTA funds. The only budget that may be a problem is MLN's. There is less than \$30,000 left in that budget, which will not carry MLN through the year.

The commission is a little over budget, but some of that can be made up. There have been extra expenditures this time because of some commissioner members attending legislative hearings. Randall suggested that at some point in the future the commission budget would need to be increased so members can get out and talk to legislators more often.

MOU

NRIS and ITSD finished the MOU after a long, arduous process brought about by the attempt by ITSD to take on responsibilities that are better handled by the Library. Hill pointed out that the stance that NRIS took going into the negotiations is exactly where they are coming out, which validates what they were doing before this whole process ever started. Even though the MOU is not yet signed, there have already been some good results. The relationship between NRIS staff and ITSD staff at various meetings has been better. During one meeting, the ITSD representative praised the expertise and the information availability at the Library. If the commission has concerns about the MOU, Hill will be happy to discuss them with ITSD. If the

commission gives its approval of the document, Strege will sign it today and send it to Brian Wolf. Strege pointed out that Wolf has been very busy with the legislative process, so she does not know when he will have time to sign the MOU. Strege agreed with Hill that there has been a major change in the tone of meetings between NRIS and ITSD. She said a federal partner from USGS stopped by her office after a meeting and complimented Hill and the other parties to the MOU and mentioned that he saw a great difference in the tone of the meeting and in the cooperation between the agencies. The MOU addresses geographic information systems and geospatial information only. It does not address the issue of contract review. Strege is involved in discussions with Wolf concerning the contracting issue and she sent him a memo stating MSL's position, but has not yet heard back from him.

Johnson questioned point number two on page six under "Inappropriate Roles for MSL." It lists web and database hosting, application development, web application design and database design, among other things, that MSL agrees not to do. Hill said that worries him too. Because of the phrase at the end of the statement that reads "that does not directly relate to the functions of MSL," the interpretation is that NRIS will do all of the things listed as long as they relate to the business of the Library. Right now, NRIS is helping the Department of Commerce Census and Economic Information Center bring its data to the Web.

Legislative Update

The Library's budget hearing was held on January 7 and the committee took executive action on January 10. We had a very good hearing, and many people came out in support of the State Library, but the committee made no changes in the budget that was adopted at the FY00 base. The committee has not approved a restoration of the Governor's budget for the Library. During executive action, the committee approved a bill, HB491, to allow natural resource projects from the Library to receive Treasure State Endowment Program funds. Current law limits these grants to infrastructure projects approved for cities and counties and those projects receive appropriations in a separate bill, HB11. The hearing on HB491 was in front of the full House appropriations committee on February 10. The State Library and MLA supported the bill and The League of Cities and Towns and the Rural Water Association opposed the bill on the basis that there is limited funding in the TSEP program and information services are not infrastructure. The sponsor, Representative Hedges, argued that information is a part of the infrastructure and is necessary for good public policy decision-making. The committee will take executive action on the bill this afternoon.

Yesterday morning the Library went in front of its subcommittee to again ask them to consider restoring the Library to the Governor's proposed budget. That motion failed on a 3-4 vote. Those that voted against the motion felt that HB491 would take care of the State Library. As of today, the Library is the only agency that has not been restored to the Governor's executive proposal by our subcommittee.

On January 11, the full appropriations committee heard HB177, which would reduce 1/2 of the State Library's coal tax. No action has yet been taken on the bill, but rumor has it that it will not pass. The Library's subcommittee added language to the budget that allows the commission to use the full allocation from coal severance tax if HB177 does not pass. The bottom line is that the Library may receive its full request for coal severance tax. The general fund picture is much more gloomy. If the funding is not restored, the majority of local library aid will not be restored and a number of positions will be lost. MLA has asked libraries to contact legislators and to give them the message to restore the State Library to the Governor's proposed budget. Coby Johnson, president of MLA, has written a guest editorial that is being published in state newspapers.

John Sinrud from Bozeman has a bill draft in to change library record law to allow parents to view their minor children's library records. The text is not yet available, but it seems to be the same bill as two years ago. Strege asked the commission for permission to oppose the bill on the basis that libraries are family-friendly places offering services and materials to promote healthy families in Montana. Children already have the option of filing a form with their library giving their parents permission to look at their library records. Children who are being abused need to be able to look up information on the subject to help them cope psychologically or legally without fear of a parent finding out. Introduction of the bill is not a sure thing; it has not been introduced or signed a bill number at this time.

Strege thanked the staff, and Staffeldt, Schmitz and Hill in particular for their work during the session.

Randall mentioned that there are email addresses, a phone messaging service and a fax service to reach legislators.

If HB491 is approved this afternoon, Strege will work with the sponsor to ensure that any subsequent amendments are in favor of the State Library and then decide whether to vigorously lobby for the bill or to stay neutral. If the bill does not pass, Strege may go back to the sponsor and ask for some relief in committee before it goes to full appropriations. Subcommittees will complete their work this week or next and then submit their reports to the full appropriations committee. It will be more difficult to get the budget restored in the full committee.

David Johnson reported spoke with several legislators yesterday. Morton mentioned that Montana was on the front page of the Wall Street Journal in an article about states that have oppressive tax structures. Strege added that Governing magazine has a snapshot of all 50 states grading them on their tax structures. Montana's structure has changed from extractive to property-based.

Commission Goals & Objectives

Randall attended Library Legislative day. He also gave testimony at a hearing and commended Lois Fitzpatrick for her organization of the event. Randall has been attending the Networking Task Force meetings and he sees the time and agony that goes into making decisions that are the best possible solution for everyone involved. He recommended that other commission members attend one of the meetings to see what goes on. If any commissioners wish to be included in future meetings, Newell can add you to his email list for agendas and schedules.

Strege commented that Mary Doggett testified in opposition to HB177 and her support was appreciated. Just because a person has left the commission doesn't mean his or her support of libraries is no longer needed. Atchley attended Library Legislative day and thought it went well. He felt that staff members had done a good job bringing legislators up-to-speed on library issues. Atchley also testified at the appropriations subcommittee hearing.

Federation Coordinator's Report

The federations spring meetings are scheduled for:

Broad Valleys - March 22-23 Chico
Sagebrush - March 29 Miles City
Tamarack - April 4 Missoula
South Central - April 5 Billings
Pathfinder - May 8 Havre

Golden Plains - after legislative session is over Wolf Point

Mike Hamlett was not able to attend the meeting. Debbie Schlesinger reported that the Broad Valley Federation will discuss what members want to do if funding is cut. She is not optimistic that they'll be able to do anything. Tracy Cook reported that Pathfinder has held a workshop on collection assessment and a workshop on reference services and young adult services.

Schlesinger asked if the plans of service that are normally presented to the Commission at its June meeting should still be submitted. After discussion, it was decided that the deadline for the plans of service will be late May, after the legislative session has ended and the budget has been set. Federations whose spring meetings are before the session ends should come up with a plan for what they will do if funding is restored and an alternative plan for if it is not. Randall said that the Tamarack Federation does not want to give up opportunities to network, so they will probably find some way to continue meeting in some way or other even without funding.

Schlesinger said that most opportunities for mandatory certification happen at federation meetings. She asked whether certification requirements would change if federations cease to exist. Strege said there are no plans to change the requirements at this time. Newell mentioned that there are many other continuing education opportunities available to librarians, so this is something that can be worked out. Schlesinger pointed out that federations often fund those other opportunities as well.

Randall thought this would be a great time for commission members to attend a federation meeting if possible.

MLA Commission Reception

Garvey reported that the commission reception will be in the ballroom at the Copper King right before the MLA membership dinner. The menu will include stuffed cherry tomatoes, fresh vegetables, seasonal fruit and smoked salmon with a cash bar. The cost for the reception with the gratuity is \$284.63, which is about \$40 per commissioner.

Review of Bylaws

There were no proposed changes to the bylaws. Morton motioned to approve the bylaws as they stand. Garvey seconded the motion and it passed unanimously.

Action Items

Morton moved to accept second quarter financial reports. Johnson seconded the motion and it passed unanimously.

Randall moved to approve the MOU between NRIS and ITSD. Staffanson seconded the motion and it passed unanimously.

Bergeron moved to approve the State Librarian's opposition to bills that allow parents to examine their children's library records. Garvey seconded the motion and it passed unanimously.

Library Literature Sampler

Strege pointed out articles about going online in the Bitterroot Public Library and the LIP project and the bookmobile in Lake County.

Another article outlined the discussions going on in the town of Stephenville and Ravalli County about the interlocal agreement they signed. The county supports the agreement, but the city

wants to renege, which can't be done without the consent of both parties. This has been a difficult situation for the library.

Coby Johnson, president of MLA, wrote an editorial about the budget cuts the State Library is facing and what the effects of those cuts will be on local libraries. Several local librarians incorporated her comments into articles for their local newspapers. Librarians are working hard in their communities to inform people of the budget cuts.

Randall remarked that he found the article about the Billings Library hiring a collection agency to recover the costs of lost or stolen materials interesting. He said with the advent of eBay, the problem of stolen materials, including illustration from books, has gotten worse. People will steal popular or hard-to-find items to auction off on the Web.

Other Business & Announcements

Your MLA registration forms can be given to Staffeldt.