

Library Development Department

May 21, 2004 to July 26, 2004

Agency Goal #1: MSL employees have pleasant, efficient, and sufficient office and work areas.

Various planning meetings regarding potential reallocation of State Library space, including meeting with collections subcommittee and architect.

LDD Goal 1: Montana public librarians and trustees have easy access to the training that they need to provide quality library services to their communities.

Attended Summer Institute 2004 in Bozeman in June. Twenty-two library directors, six trustees, and four Montana State Library (MSL) staff attended a week of sessions on planning and funding presented by Sandra Nelson.

Conducted InfoTrac and Auto Repair database training in Belt.

Conducted customer service and library policy training in Havre.

Conducted customer service training in Kalispell.

Assisted with arranging trustee training workshops scheduled for October 23 in Missoula and November 6 in Billings.

Continued development work on "train the trainer" program for trustees.

Finalized schedule of topics and presenters for the September 24-25 Fall Workshop in Great Falls. Registration will begin in mid-August.

Attended June Library Commission meeting.

Attended June Chief Officers of State Libraries (COSLA) meeting in Orlando.

Continued work with the Western Council's Continuum of Library Education Project on finalizing draft core competencies for librarians and initiating comment on the draft by Montana librarians in rural communities. Attended Action Team meeting in Las Vegas in May.

Approved twelve training sessions for continuing education credit and issued ten certificates to librarians meeting the requirements of the Montana Library Certification Program.

Attended meeting of Polson City Library Board of Trustees.

Finalized Professional Education and Employment for Librarians (PEEL) scholarship awards for six Montanans. Developed payment and report system for the scholarship recipients. Prepared and submitted the first semi-annual report for Institute of Museums and Library Services (IMLS) on the status of the PEEL grant.

Consulted on over fifty different topics with staff from fifty-eight libraries across the state.

Made onsite visits to eleven libraries across the state.

LDD Goal 2: To improve library services to citizens by establishing an adequate and stable taxing district.

Assisted State Librarian with proposed changes to Library District law.

LDD Goal 3: To ensure that all Montana citizens have access to quality library services.

Attended numerous informational sessions at the American Library Association meetings in Orlando.

Continued to work with Information Technology Services Division (ITSD) to get necessary permission to purchase new Montana Shared Catalog (MSC) server.

LDD Goal 4: Montana citizens will understand, value, and use the services of Montana's libraries.

Served on interview committee to fill the Public Information Officer position.

LDD Goal 5: Montana citizens have easy and complete access to the information they need at their libraries.

Assisted Great Falls Public Library with ILLWeb.

LDD GOAL 6: Citizens and students have easy access to and use of multiple electronic information resources through their libraries.

Arranged InfoTrac and Ebsco database training in Eastern and North Central Montana.

Continued Gates Staying Connected Grant program by preparing agreements for fifty-one libraries and approving payments totaling \$173,411 in grant funds for projects.

LDD Goal 7: Montana citizens can easily access the holdings of all Montana and OCLC libraries and online electronic resources through their libraries.

Participated in conference call with the Thompson Falls School Board in regard to Montana Shared Catalog.

Attended and prepared presentations for the orientation meeting for new Montana Shared Catalog libraries.