

# Memo

**To:** Commission Members  
**From:** Darlene Staffeldt  
**Date:** 12/19/2007  
**Re:** Final Recommendation for Revised Standards

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## **Introduction:**

In this packet, you will find the final recommendations of the Public Library Standards Review Committee. The packet includes a draft of all the standards and draft forms for the essential, enhanced, and excellent standards.

As a reminder, the Committee wants all standards to be measurable and is recommending three tiers: essential, enhanced, and excellent.

## **Recommendations:**

The recommendations of the Committee at this time are:

- Libraries are required to meet all of the essential standards to receive state aid
- Libraries must meet all of the enhanced standards to receive recognition for being at the enhanced level
- Libraries must meet the majority of the excellent standards under each section to receive recognition at the excellent level
- Libraries who achieve the essential standards will receive state aid and a bronze colored certificate
- Libraries who achieve the enhanced level will receive state aid, recognition at MLA, a silver colored certificate, and a press release to be put in the local newspaper, FOCUS, and Big Sky
- Libraries who achieve the excellent level will receive state aid, recognition at MLA, a gold colored certificate, a press release to be put in the local newspaper, FOCUS, and Big Sky, and a letter will be sent to their funding authority informing the funding authority of the library's achievement
- State Library staff provide samples and/or guidelines for certain products such as long range plans

## **Public Comment Results:**

We received few comments about the revised standards. There was some concern about the number of standards, whether or not small libraries could achieve the excellent level, and whether libraries should pay for their trustees to join a professional library association.

After discussing the comments, the committee decided to continue with the original recommendation. It was felt that very few people were concerned about the number of standards and that our purpose was to improve library services. The committee also felt that small libraries could achieve the excellent level, because we did not require libraries to meet every excellent standard. This reasoning also led to the decision to keep the excellent standard requiring the library to pay for trustees' dues to a professional library association.

### **Deferrals:**

The committee is recommending having deferrals for the essential standards only. It recommends using the current methodology. Libraries must state why a particular standard is causing the library hardship and what plans the library has for meeting the standards. State library staff will work with the library to help it meet the standard. Libraries can request a deferral twice. After that the state library cannot grant another deferral.

### **Timeline and next steps:**

**December 8, 2004** Final draft is presented to Commission for review.

**February 2005** Commission Meeting. Commission approves final draft of standards and authorizes opening of Administrative rule process.

**March/April 2005** Administrative rule process with public hearings.

**May/June 2005** Libraries formally receive new standards and certification form, but distribution of State aid in July 2005 will be based on the current standards not these revised new standards.

**July 2005** New standards would go into effect and libraries would be given a year to work towards the new essential standards.

**July 2006** The certification form for state aid distribution will require each library to reach all essential standards.

### **Draft of Standards:**

As you look at the draft, the standards in bold are in the current public library standards. The shaded standards are currently tied to state aid distribution.

Please let us know if you have any questions or concerns.