

State Librarian's Report

January 21, 2005 to April 5, 2005

Agency Goals

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

Worked with Doug Olson, Department of Administration and contractor on changes to remodeling work orders.

Met every other week with Doug Olson, contractors, and architect for remodeling project updates, requests, concerns, timelines, etc.

Walk through daily as project proceeds to check on noise levels and other disruptions by/for staff, safety concerns, etc.

MSL Goal 2: Users have reliable and easy access to MSL's electronic services.

Helped with recruitment process as appropriate and available...drafting interview questions, reviewing position descriptions, checking references, etc. We hired John Redmond as agency's Systems Administrator and Sibyl Govan as NRIS Projects Manager.

Participated in a Bibliographic Center for Research (BCR) board meeting in Denver. Agenda included an interesting demonstration of the Oregon's PLINKIT project.

MSL Goal 3: MSL employees are fully committed to fulfilling the agency's mission.

Provided appropriate updates to the State Library staff via stand up or "virtual" stand up meetings.

Continue to work with State Library management, Jim Kerins from Communications and Management Services, and Department of Administration to move forward on the alternative pay plan proposal. Really close to completion on the work on all the position descriptions identified early on as needing work before transferring to new pay plan. Additional position descriptions will need work after the transfer.

Appointed a staff committee to draft an employee recognition program for those times when a special recognition is appropriate.

MSL Goal 4: All of MSL essential services are funded through state funds.

Followed House Bill 2 through the House and on to the Senate.

Made several contacts with Governor's appointment secretary (Patti Keebler) regarding the open Commission position(s).

Made initial contact with Ron Moody, New Commissioner appointed by Governor Schweitzer to fulfill Toni's open seat.

MSL Goal 5: MSL provides clearinghouse for all geo-spatial data.

Monitored the processing of SB98 – Montana Land Information Act through the legislature.

Montana Talking Books Library(MTBL)

TBL Goal 4: Increase productivity and satisfaction of staff members and volunteers.

Met with Christie and MTBL staff as appropriate to follow up on issues, answer questions, and/or provide guidance.

Welcomed and thanked the Montana Telephone Pioneers for their many hours/years of service to Montana's Talking Book library and patrons at a reception held in their honor at Jorgenson's.

Library Development Department

LDD Goal 1: To improve library services to citizens by establishing an adequate and stable taxing district.

Met weekly with Director of Library Development as we continue to transition tasks from my former position.

Consulted on state aid, local library board bylaws, and other public library funding issues with local trustees and public library directors.

LDD Goal 2: To ensure that all Montana citizens have access to quality library services.

Reviewed 5 collection management policies for approval.

Met with Communications and Marketing Coordinator regarding statewide senior marketing program as well as early literacy program.

LDD Goal 3: Montana citizens will understand, value, and use the services of Montana's libraries.

Organized, prepared testimony, presented testimony on two bills as they related to improvements to the federation and public library district statutes.

Prepared materials and made presentations at Broad Valleys Federation meeting in Philipsburg, Sagebrush Federation meeting in Miles City, and Tamarack Federation meeting in Darby.

Remembered to renew my driver's license so I can continue to travel around the state for library visits and meetings.

Met with staff regarding the State Library's booth at the Montana Library Association Conference.

Montana State digital Library (MSdL) which includes Library and Information Services (LIS) and Natural Resources Information System (NRIS) and the Natural Heritage Program (NHP)

LISD Goal 1: State employees have the information that they need to make good public policy recommendations and decisions.

Reviewed policies and procedures with LIS Supervisor.

NRIS Goal 2: A broad range of user groups can easily locate data in effective formats. Users find that this information is augmented with related datasets to increase their value. Potential NRIS users are well informed of information available through the clearinghouse and trained in the use of NRIS tools. Staff assistance is available when needed to assist users in locating and utilizing data.

Met twice with Advisory groups regarding the possible future changes for governance of the Natural Heritage Program.