

Memo

**To:** Commission Members  
**From:** Darlene Staffeldt, State Librarian  
**Date:** 12/02/2005  
**Re:** December 13, 2005 events

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On Tuesday, December 13, 2005 the day before the Commission meeting the following events will be happening and we welcome and/or encourage Commission participation in any or all of the events. Most of the activities are taking place at the Montana State Library.

- 10:00 am to 3:00 pm Montana Shared Catalog(MSC) Executive Committee meeting, agenda items include but not limited to: expenditure of the current contingency fund balance and the future financial management of the MSC.
- 1:00 pm to 4:00 pm Federation Coordinators Meeting. Agenda will include review of the revised federation documents: plan of service, bylaws, federation coordinator's position description, timeline, grant agreement and annual report, as well as federation updates from the coordinators.
- 3:00 pm to 6:00 pm A Celebration Open House sponsored by library vendors Gale and ESRI. We will be celebrating Montana State Library's 2005 successes, we will be celebrating the end of the remodel project, the 20<sup>th</sup> anniversary of Montana Heritage/Natural Resource Information System, the 76<sup>th</sup> birthday of the Montana State Library, and most especially we will be celebrating a great hard working staff.
- 6:30-9:00 Lasagna dinner at the Staffeldt's home. A thank you for your efforts for better services for Montana State Library's users, as well as a chance to get to know each other better.