

Memo

To: Commission Members
From: Darlene Staffeldt
Date: January 17, 2006
Re: Library Services Technology Act (LSTA) funds for FY2006

Please know that Congress passed the LSTA funding bill on December 22nd. We have received the official notification of the funding that will be coming to Montana. LSTA when passed was slightly more than what was received last year. The FY2006 allotment is \$1,008,157.

IMLS Library Services and Technology Act funds help state library agencies make library resources and services, which can be prohibitively expensive to the individual, readily available to an entire community.

Montana State Library (MSL) staff have been busy preparing budget recommendations to present to the Commission. We are recommending the following budget based on the following criteria:

- The proven statewide impact of each project;
- Staff resources available for project management;
- Sustaining worthwhile current projects;
- And importance of the project based on the library community's comments during the long-range planning process.

Recommended projects	FY05 budget	FY06 recommended	Balance of FY06
			\$1,008,157
State Library Operations	\$358,436	\$361,000	\$647,157
Statewide Technology Consultants	\$111,750	\$123,763	\$523,394
Montana Library Network	\$127,460	\$159,894	\$363,500
Montana Shared Catalog including 1/2 MSC tech Assistant	\$158,309	\$147,500	\$216,000
FY05 Summer Institute	\$20,000	\$0	\$216,000
FY06 Summer Institute	\$5,000	\$25,000	\$191,000
FY07 Summer Institute	\$0	\$5,000	\$186,000
Marketing	\$20,000	\$25,000	\$161,000
Fall Workshop	\$10,000	\$13,000	\$148,000
Library Board Education Program	\$12,000	\$18,500	\$129,500
Traveling Trainer position	\$60,643	\$54,000	\$75,500
Children's	\$1,000	\$3,000	\$72,500
Networking Task Force	\$4,500	\$4,500	\$68,000
OCLC group catalog	\$60,059	\$68,000	\$0
Totals	\$949,157	\$1,008,157	\$0

Brief summaries of the programs/proposals requesting 2006 LSTA money:

State Library Operations:

Project description: This project includes the Talking Book Program (TBL), Library Development Department (LDD), and Administration costs. Included are salaries for five TBL and three LDD positions, a small amount of operational funds for these positions, and the statewide cost allocation plan (indirect costs) payment.

Project impact: TBL provides readers advisory services and materials to 3,882 Montanans who are blind, low-visioned, or have physical or reading disabilities. LDD staff make onsite consultation visits to libraries, provide answers to more than 3,000 telephone and email information requests, assist libraries in joining the Montana Shared Catalog, prepare and present training for librarians, and plan and implement formal annual training events such as the Fall Workshop, Summer Institute and Trustee Workshops. LSTA Administration costs are set at a maximum of 4% and cover the cost to manage the state's grant program.

Statewide Technology Librarians:

Project description: This project includes the salaries and operating expenses for MSL's two Statewide Technology Librarian positions.

Project impact: The Statewide Technology Librarians travel nearly 25,000 miles a year to provide face-to-face consulting services and training to libraries. They help librarians and trustees work more efficiently, better understand and assume their appropriate roles in guiding libraries into the future, and become strong advocates for the library as a community center. One consultant coordinates the E-Rate program which brought \$86,000 in discounts for Montana libraries. The other consultant designed and implemented the Library Board Education Program to better prepare trustees to do their jobs.

Montana Library Network:

Project description: This project includes the salaries and operating expenses for two Montana Library Network (MLN) staff who help Montana libraries work together and share resources. MLN staff help build and maintain a statewide catalog of library holdings, coordinate access to electronic resources, facilitate access to OCLC tools, build and operate the Montana Shared Catalog, maintain directories, help build digital library content, work to establish a statewide cooperative online reference service, and research and experiment with promising technologies and practices.

Project impact: More than half of Montana's 750 libraries receive a direct benefit from MLN activities. Libraries across the state depend upon MLN to provide direction and leadership on technological advances and to increase the ability of libraries to provide quality services and increased resources to patrons. MLN is essential for meeting MSL's goal to provide a coordinated and collaborative approach to improving library services statewide.

Montana Shared Catalog:

Project description: The Montana Shared Catalog (MSC) is a voluntary consortium comprised, as of January 2006, of 62 libraries serving 246,945 users with 593,343 titles. Project costs include partial salary for one MSC support position and start up funds for libraries to become MSC members through a competitive grant process.

Project impact: MSC is comprised of all kinds and sizes of libraries, with more libraries joining every year. Library patrons can use MSC to search library holdings, learn more about books of interest (reviews, tables of content, summaries, chapter excerpts), scan bestseller lists and determine availability, place holds on library materials, and be notified via e-mail when interesting materials come into the library. Six MSC libraries have formed an innovative partnership that has them sharing collections and patrons in a very exciting way. MSC continues to grow. Many libraries are interested in joining; there has been special interest from school libraries in the past year.

FY'06 Summer Institute:

Project Description: The 2006 Summer Institute (SI) will be a three-day training event for all public library directors on the MSU-Bozeman campus the week of June 19th. One day of this SI will feature the Gates Foundation's "Keeping Your Patrons Connected" workshop concerning rural library sustainability of electronic access. The rest of the SI curriculum will be determined in the next few weeks. Having some Gates funding will make it possible for MSL to pay mileage for librarians to attend the SI. LSTA funds will be used for presenter fees, meeting facilities, and dorm accommodations and meals for participants.

Project Impact: The SI provides training on leadership issues and, equally important, the opportunity for public library directors to network with and learn from each other. The college atmosphere, including dorm rooms and campus meals, is ideal for this interaction. Thirty-two participants from twenty-three libraries attended the 2005 SI and learned the process and benefits of the Planning for Results model. Several libraries have started a community assessment or are developing a long-range planning timetable as a result of this training.

FY'07 Summer Institute Planning:

Project Description: This funding will make it possible to secure trainers and facilities for the 2007 Summer Institute before the 2007 grant award is received from LSTA. This is especially important when planning events on college campuses because of the competition for dorm and classroom facilities from sports and other summer camps.

Project Impact: The Summer Institute can be scheduled and promoted before the 2007 LSTA funds are received helping to ensure a quality, well-planned training experience for Montana librarians.

What's Your Story?:

Project description: This project helps public libraries plan and implement programming and other services for a targeted audience group by providing materials, ideas, and web resources. LSTA funds are for the part-time salary of the project coordinator, plus some production money for developing project materials.

Project Impact: Montana librarians were able to use the What's Your Story? ideas and materials to develop and implement programming for seniors in their communities. Collaborative efforts like this one are important time and resource savers for busy public librarians. The seniors project created an important partnership for libraries with the Montana branch of AARP.

2006 Fall Workshop:

Project description: The 8th annual Fall Workshop will be held in Lewistown on September 22-23, 2006. It is a 2-day training event, attended by librarians from all types of libraries from all parts of the state, featuring half-day sessions on a variety of topics, the opportunity for librarians to network, no registration fee, and a free lunch. LSTA funds are used for presenter fees, meeting facilities, training materials, and lunches.

Project impact: Librarians are able to receive practical training at a minimum cost to help them do their jobs better. Most topics are developed from requests MSL receives from the library community so the sessions address real training needs. The Fall Workshop attracts school librarians, a group MSL has limited interaction with, and public library trustees. Trustees now hold a luncheon meeting on the second day of the workshop. The 2005 Fall Workshop was attended by 110 librarians and trustees.

Library Board Education Program/Trustee Training:

Project description: This project will continue the emphasis on enhancing the knowledge and skills of public library trustees. The project will fund a one-day workshop in two locations for Montana library directors and trustees designed to assist them in better understanding library law. It

will also fund the Library Board Education Program which will recruit, train and field a volunteer group of trustees who will travel around the state to train other trustees.

Project Impact: Trustees will benefit from learning more about the job of a trustee, library advocacy, evaluation, long term planning, library law, etc. This group also benefits from having the opportunity to meet and interact with fellow trustees to share experiences and successes. Having trustee trainers provide training at local libraries exposes more trustees to skills needed to be effective in that role. Trustees seemed to appreciate learning from their peers.

Traveling Trainer:

Project description: This project will have a training professional travel around the state delivering library skills training on both a statewide and local level. LSTA funds will be used for salary and travel for this position. The trainer will help librarians learn to integrate new technologies and services such as OCLC products, electronic databases, etc.

Project impact: A traveling trainer makes it possible for MSL to deliver not only more training, but more effective training through a locally customized approach designed to target the specific needs of Montana libraries. The Trainer will travel around the state conducting both formal and informal sessions at local libraries and other venues.

Children's Services Consultant and Summer Reading Program:

Project Description: This project will contract with Cindy Christin to represent Montana at the 2007 annual Collaborative Summer Reading Program meeting. Cindy will also promote and evaluate the collaborative program in Montana and design and deliver a workshop on children's services at the 2007 Fall Workshop. LSTA funds are used to pay expenses to the collaborative meeting and to attend the Fall Workshop. This project will also purchase 2007 summer reading program manuals for each public and branch library that hosts the program in the state.

Project Impact: The project shows a commitment, though monetarily small, to children's services. Montana libraries are represented at the collaborative planning meeting and receive free program manuals in time to create a customized summer reading program for the community.

Networking Task Force:

Project description: The Networking Task Force (NTF) is the advisory body that provides direction for the Montana Library Network, and advice to the State Librarian on all things related to library cooperation, resource sharing, online content and services, and library automation. This project pays expenses for NTF members to attend meetings as called each year.

Project impact: NTF provides sound counsel and recommends future direction and funding priorities to MSL. NTF has statewide and multi-type library representation, which gives it credibility and makes it an important instrument for MSL to keep attuned to the needs and desires of Montana's libraries.

OCLC Group Catalog:

Project description: This project funds MLNCAT, a customized catalog of the holdings of more than 250 Montana libraries. LSTA funds are used for the annual OCLC subscription costs for MLNCAT and WorldCat. MLNCAT is also used as the administrative tool for interlibrary loan transactions among Montana libraries.

Project impact: Patrons can search the holdings of Montana libraries with MLNCAT and global library holdings with WorldCat; searches can be refined geographically and by type of library. Library users are also able to initiate interlibrary loan requests. Libraries contribute more than \$400,000 to cover OCLC catalog costs.