

Memo

To: Commission Members

From: Darlene Staffeldt

Date: April 10, 2007

Re: Library Services Technology Act (LSTA) funds for FY2007

We finally received the official notification of the funding that will be coming to Montana. The LSTA allotment for FY07 is \$1, 007,986

We will be recommending the budget based on the following criteria:

- The proven statewide impact of each project;
- Staff resources available for project management;
- Sustaining worthwhile current projects;
- Importance of the project based on the library community's comments during the long-range planning process; and
- Possible innovative new projects which will help us meet the goals of the long range plan.

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.

Below you will find a table followed by brief summaries of the proposed projects.

LSTA FY'07 funding

Project	\$\$\$\$\$\$	Balance
Balance	1,007,986	1,007,986
State Library Operations	396,963	611,023
Statewide technology librarians	197,596	413,427
Statewide Collaborative Services	169,058	244,369
Montana Shared Catalog	23,262	221,107
OCLC Group Catalog Services	0	221,107
FY 07 Summer Institute	20,000	201,107
FY 08 Summer Institute	0	201,107
What's your story programming	26,778	174,329
Fall workshop	15,000	159,329
Library Board Education Program	20,000	139,329
Traveling Trainer Position	54,000	85,329
Children's Services	3,000	82,329
Network Advisory Council	4,500	77,829
Fulfillment Task Force	3,000	74,829
Virtual Reference Program	0	74,829

Revised budget based on final official award received on 4/9/07 dms

State Library Operations:

Project description: This project includes the Talking Book Program (TBL), Library Development Department (LDD), and Administration costs. Included are partial salaries for six TBL, five LDD positions and two Administration 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-vision, or have physical or reading disabilities. LDD staff makes onsite consultation visits to libraries, provide answers to more than 19,000 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 Montana State Library's three Statewide Technology Librarian positions.

Project impact: The Statewide Technology Librarians travel more than 16,500 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 \$77,000 in discounts for Montana libraries. Another consultant works with implementation of the Library Board Education Program to better prepare trustees to do their jobs. The third consultant monitors and develops MSL web resources to ensure that the information and support needs of Montana librarians and trustees are met.

Collaborate Montana:

Project description: The goal of this project is to make it possible for Montana libraries to work together and share resources. To accomplish this goal, the project will 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. Additionally, with advice from the Network Advisory Council and Fulfillment Task Force, Library Development staff will research and demonstrate and/or test promising technologies and practices.

Project impact: More than half of Montana's 750 libraries receive a direct benefit from statewide collaborative services. Libraries across the state depend upon the State Library to provide direction and leadership on technological advances and to increase the ability of libraries to provide quality services and increased resources to patrons. Statewide

collaborative services are 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 March 2007, of 82 libraries serving 425,000 users with 640,000 titles. Project costs include partial salary for one MSC support position.

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'07 Summer Institute:

Project Description: The 2007 Summer Institute (SI) will be a three-day training event for all public library directors and trustees held on the Montana State University campus in Bozeman. Training will be offered on the creation of disaster plans (now a standards requirement) and providing leadership for the community.

Project Impact: The SI provides training on leadership issues and, equally important, the opportunity for public library directors to network and learn from each other.

What's Your Story? Programming:

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 used 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. The next target audience is baby boomers.

2008 Fall Workshop:

Project description: The 9th annual Fall Workshop will be held in Lewistown on September 28-29, 2007. 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. In addition to public library directors the Fall Workshop attracts school librarians (a group with which MSL has limited interaction) and public library trustees. Trustees now hold a luncheon meeting on the second day of the workshop. The 2006 Fall Workshop was attended by 107 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 in October/November 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 library board members. 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, as well as creating and delivering E-learning opportunities for librarians statewide.

Children's Services Consultant and Summer Reading Program:

Project Description: This project will contract with Cindy Christin to represent Montana at the 2008 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 2008 Fall Workshop. LSTA funds are used to pay expenses to the collaborative meeting and to attend the Fall Workshop.

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 their communities.

Network Advisory Council/Fulfillment Task Force:

Project description: The Network Advisory Council (NAC) is the advisory body that provides direction for the Montana State Library, 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 NAC members to attend meetings as called each year. Additionally for the June 2007 to July 2008 time frame a Fulfillment Task Force will be seated to provide specific research and advice on the statewide interlibrary loan reimbursement program and other fulfillment options.

Project impact: NAC provides sound counsel and recommends future direction and funding priorities to MSL. NAC 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.

Regarding the remaining \$74,829 please know that staff is currently working on project details for a Foundation training project similar to the Library Board Education Project, as well as an electronic books statewide collection project (such as Overdrive) that will be presented for your consideration at a later date.