

# Memo

**To:** Montana State Library Commission

**From:** Sara Groves, Communications and Marketing Coordinator  
Darlene Staffeldt, State Librarian

**Date:** April 6, 2009

**Re:** Communications policy

This policy was presented to the Commission for review at the February Commission meeting. The attached policy is revised based on the feedback received at that time.

The Commission is asked to review this revised draft State Library policy at the April Commission Meeting. Action is requested.