

# DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
9:30 A.M., JUNE 3, 2009  
GRIZZLY CONFERENCE ROOM, MONTANA STATE LIBRARY  
HELENA, MONTANA**

## **ATTENDEES:**

Commissioners: Bonnie Allen, Colet Bartow, Joyce Funda and Marsha Hinch.

Staff: Ken Adams, Bob Cooper, Sue Crispin, Sara Groves, Diane Gunderson, Sue Jackson, Jim Kammerer, Kathy Madison, Lee Madison, Sarah McHugh, Maggie Meredith, Kris Schmitz, Marjorie Smith, Darlene Staffeldt, Jennie Stapp and Marlys Stark.

Visitors: Bernadine Abbot-Hoduski, Brett Allen, Honore Bray, Dan Burke, Kate Cotnoir, Renee Goss, Judy Hart, Kate Lewis and Ann Rutherford.

**Chairman Hinch called the meeting to order at 9:32 a.m.**

## **LONGEVITY AWARDS:**

State Librarian Staffeldt presented a 30 year pin to Lee Madison. Kathy Madison was given a 15 year pin from Jim Kammerer.

## **MINUTES:**

**Commissioner Bartow made a motion to approve the minutes of April 25, 2009 as presented and the motion carried.**

## **STATE LIBRARIAN'S REPORT:**

Since it was a shorter time than normal between meetings there are highlights for each program in the state librarian's written report rather than individual program reports. The commission received additional information or highlights. There have been a lot of personal staff problems recently with injuries, family illness and so on. We are working on making appropriate year end purchases. Both the Natural Resource Information System (NRIS) Advisory Committee and the Federation coordinators met yesterday.

## **OVERVIEW OF STIMULUS FUNDED PROJECTS FOR MONTANA TALKING BOOK LIBRARY (MTBL):**

The State Library had put in a proposal during the Executive Planning Process to help fund both Newline and Montana Radio Reading Service (MRRS) but were denied. Those services themselves then presented a bill requesting the funding but even after a good hearing the bill did not move out of the committee. The funding was eventually added to HB645, the stimulus bill, which passed with that OTO (one time only) funding.

# DRAFT

Kate Cotnoir, the Director of MRRS gave a quick overview to the commission of their program and their planned expenditures for their one time only funding of \$176,000 over two years. Their annual budget without this funding is \$50,000. The service is 30 years old and receives no public funding. They get some donations from United Way but the rest is raised by them. Their current fundraising methods are stagnant and need to be done differently in order to move forward with desired projects. The delivery of their programming has been done right and they have many volunteers, including some 28 and 29 year veterans. They recently have been getting younger volunteers. They joined the advisory council of western volunteers. A lot of radio/tv students from the university volunteer.

The service reads 8 daily papers and rotates small town weekly papers. They are working on improvements through different delivery types. They currently have a closed circuit radio program now but with this funding they will get a website and do internet streaming of their broadcasts as well as podcasts and direct telephone access. Their biggest challenge is geography because if public radio can't reach an area, MRRS can't either. The goal is to broaden listening opportunities and formats which will expand their listeners. They also intend to add a Bozeman signal.

MRRS has been a statewide organization for the last 15 years but they still only have an 8 member board who are currently all out of Missoula. They would like a statewide board of up to 15 members. They are currently housed in the Missoula Aging Services Building. Remote volunteers might be in their future. Diane Gunderson, coordinator of volunteer services for MTBL has directed volunteers to MRRS throughout the years. Kate will travel to library meetings such as federation meetings to perform training if wanted.

The state librarian will be kept informed on the status of potential projects. The State Library has to keep a website about the stimulus funded services and update it monthly as part of the stimulus package.

Dan Burke, President of Montana Association for the Blind (MAB) also gave a brief presentation outlining what Newsline does and what the new OTO funding of \$147,000 for two years will be used for. Newsline has been established since 1984 and is a dial up services. There is some overlap with MRRS although they mostly have different patron types. Newsline is more mechanical and is on demand. They are limited by the cost of the subscriptions so can't do all the papers that MRRS does. To add a paper costs \$5,000 for the base setup and there is a \$5,000 subscription fee per paper. A subscription for 2 papers is \$23,556. A patron can access all the papers. They can setup favorites to access easier. Three editions are available which include today, yesterday and the previous Sunday. There are 2 magazines and 270 papers available.

Delivery options are limited. E-mailing favorites was tried but is not currently being used. National Federation of the Blind (NFB) set up an online system with several options, including television listings. Everything available though the phone system is also on the online system and can be downloaded onto a content player. National Library Service (NLS) partially sponsors the program. MTBL does have applications for the service.

# DRAFT

Some funding for the service is provided by MLS as a NFB affiliate. They also use grants and have asked for state funding. The OTO money received will pay for 2 years of the service currently. The current funding has run out. The yearly fee would increase by \$40,000 if all papers on the list were made available. The subscription is paid to NFB and is based on the state population and the amount of services we might have. The fee pays for the servers, bandwidth and phone usage. Current patron numbers are approximately 170 in 3 cities. The goal is to add 3 new papers.

## **BUDGET SHORTFALL DISCUSSION:**

The final budget cuts were \$120,000 each fiscal year. Since new information and directives from the Governor's office are still coming in, final decisions should not be made at this time. The State Librarian's immediate recommendations include 3 steps. The first is a hiring freeze, the second is cutting maintenance contracts and the third is a new contract with the Natural Heritage Program (NHP) with a 2.5% cut. The proposed timeline past these immediate steps are that the situation will be reviewed at each of the upcoming meetings with final decisions in all areas being made at the December meeting.

There was one resignation leaving a position open. If that position remains open, it will help in some of the shortfall but goals will have to be cut back and some responsibilities will be moved to other employees.

The commission suggested that we should post affects of the budget cuts on our website. **An agenda item will be added to the August meeting to discuss informing the public of the impact on MSL and our programs.**

We will be receiving an executive order which will mandate travel reduction in state and out which might affect decisions made regarding the budget. Indications are that each agency will be asked how they have responded to past directives, specifically the August 08 executive order regarding meetings by teleconference and video conferencing. **Commissioner Funda will draft some talking points for the State Librarian to review and then the issue will be placed on the August meeting agenda. If a response is needed prior to that date, a teleconference meeting will be scheduled.**

## **FEDERATION PLANS OF SERVICE AND UPDATES:**

Each of the coordinators or representatives gave a brief summary of the materials presented which included the programs they work on. Additional comments or highlights are listed.

Renee Goss is the Sagebrush coordinator. The October meeting will be in Broadus. They are going to try public relations benefits this year.

Bob Cooper spoke for Golden Plains Federation.

Honore Bray is the Tamarack coordinators. The fall meeting will be in Superior and the spring meeting in Columbia Falls (or possible vice versa). They are considering a 2 day

# DRAFT

conference in spring 2011 and a conference call meeting in fall 2010. She stressed that it is important to have state library staff come to their meetings because they are usually the trainers and thus a huge cost savings.

Brett Allen from Pathfinder Federation said that they meet the first Thursdays in May and October. They were able to help the Belt librarian, Gladys Rayhill, with certification.

South Central was represented by Coordinator Kate Lewis. They will meet October 3<sup>rd</sup> from 10 to 3 at Parnly library and met in March in Big Timber.

Judy Hart for Broad Valleys reported that they meet once a year in early March, generally Friday and Saturday of the first weekend. This year they met in Butte. They offer dual track sessions, one for the librarians and one for trustees. This format has been very successful. 5 sessions were held this March.

**Recess at 12:32, reconvene at 1:15.**

## **PUBLIC COMMENT:**

Ann Rutherford from Miles City suggested that commission meetings should be held at the end or the beginning of a week to enable librarians to attend while only missing one day of work. She would support video conferencing so more people could attend and be informed.

Bernadine Abbot-Hoduski from Helena said that the state publications program is very important and therefore the position shouldn't take the brunt of any cuts.

## **PEEL UPDATE:**

Sue Jackson requested formal recognition to the members of the PEEL committee as their work is now done. A press release will go out.

## **POLICY REVIEW – DISPLAY POLICY:**

This is a new policy to dictate how temporary displays in the state library building will be handled. Temporary is defined as less than a year. The state librarian will check with administration to see what they might have regarding temporary displays. Complaint forms will be generated for people to use.

## **PUBLIC COMMENT TWO:**

Bernadine Abbot-Hoduski questioned what is MSL doing for stimulus funds? Has MSL applied for any? Libraries would need to work with their local or county government to get any stimulus funds. As previously discussed, MSL is overseeing the funds given to Newsline and MRRS. Abbot-Hoduski said that the Governor's office is coordinating a 'task force' for broadband development and has expressed interest in libraries being on that body. ALA is interested if states are getting funds for broadbands.

## **ACTION ITEMS:**

### 1. Budget Shortfall Discussion

**No action at this time. The commission will continue the discussion in August with more information.**

### 2. Federation Plans of Services

**Commissioner Funda made a motion to approve and accept the plans of service for Sagebrush, Golden Plains, Tamarack, Pathfinder, South Central and Broad Valleys Federations. The motion carried.**

### 3. PEEL Advisory Committee

**A motion was made by Commissioner Allen that the PEEL I and II project committee be officially commended and publically thanked with an article including publicity about the program and its success. The motion passed.**

## **COMMISSION GOALS:**

State Librarian Staffeldt and Chairman Hinch attended National Library Legislative Day in Washington, DC. They were very impressed with the representatives, senator and staff.

The MLA conference was very good but it would be helpful to move up the time for the conversations with the commissioners to a better slot.

Commissioner Funda attended the NRIS Advisory Committee and Federation Coordinators' meetings yesterday and reported they were both very educational and helpful.

Commissioner Allen, Jennie Stapp and Sarah McHugh organized a two day program last week called a digital summit involving digital projects around the state and digital preservation. They are looking at the Montana Memory Project (MMP) to centralize the state. Sarah and Jennie will compile information to share. The MMP steering committee will communicate with public libraries.

Commissioner Bartow met with Superintendent of Public Instruction (OPI) Juneau to update her on the state library commission. OPI hosted the Secretary of Education, Arne Duncan, last week which is the first time someone in that position has ever come to Montana.

The commissioners received a letter from the Attorney General (AG) regarding a proposed opinion. It could have a major effect on public libraries authority and funding and does rescind former decisions that a lot of consulting in the past has been based on. The State Librarian requested an extension on a response. A response letter written by Staffeldt and Cooper is currently being reviewed by the state library's attorney. This letter will be shared with the commission after the attorney has returned it before being sent to the AG's office.

## CALENDAR:

### 1. New Commissioner Orientation

The commissioners will be informed when new commissioners are appointed and when the orientation is scheduled since some of the commissioners may like to attend.

### 2. Retreat Plans for August

During the retreat in August, the bylaws will be discussed.

### 3. Change Date and/or Location for August Meeting to Enable PNLA Participation

There will be no change of date and location of our August meeting. The retreat will be held at the Staffeldt house August 4<sup>th</sup> from 10:00 a.m. to 4 or 5 p.m. No professional facilitator will be used. The commission meeting is the next day in the Grizzly Room at the Montana State Library from 8:30 a.m. to 2 p.m.

### 4. Commitment To Do Visits To and From Anaconda for the October Meeting?

The commission has not made a decision yet but must have a commitment to do the visits by the August meeting.

## ADJOURNMENT:

**Chairman Hinch adjourned the meeting at 2:20 p.m.**