

Federation Annual Report

For FY 2009

(July 2008 Through June 2009)

Coordinator's Library: Lewis and Clark Library

Coordinator: Judy Hart

Signature: _____ Date: _____

**Chairperson, Board of Trustees,
Coordinator's Library:** Carole Byrnes

Signature: _____ Date: _____

The Coal Severance Tax (CST) Revenue Accountability Report System requires the Federation Annual Report. The report relates to the Plan of Service, which was adopted at the beginning of the fiscal year as a planning document.

REVENUE/EXPENSE SUMMARY:

Total CST Revenue: \$36,706.00

Total CST Expended: \$36,555.70

EXPENDITURES BY PROGRAM:

PROGRAM #: NAME	Total Expended for Program
Program 1: Continuing Education/Annual Meeting	\$4,349.75
Program 2: Continuing Education Grants	\$10,114.98
Program 3: Technology	\$21,203.18
Program 4: Book Discussions in a Bag	\$87.79
Program 5: Administrative Services	\$800.00
Total Expenditures - All Programs	\$36,555.70

EXPENDITURES BY LIBRARY:

LIBRARY	Total Revenue	Total Expended
Belgrade Community Library	\$1,545.30	\$1,545.30
Boulder Community Library	\$1,545.30	\$1,545.30
Bozeman Public Library	\$1,545.30	\$1,545.30
Broadwater School and Community Library	\$1,545.30	\$1,545.30
Butte-Silver Bow Public Library	\$1,545.30	\$1,545.30
Dillon Public Library	\$1,545.30	\$1,545.30
Drummond School Community Library	\$1,545.26	\$1,545.26
Hearst Free Library	\$1,545.30	\$1,545.30
Lewis and Clark Library	\$7,345.34	\$7,345.34
Livingston-Park County Public Library	\$1,545.30	\$1,545.30
Madison Valley Public Library	\$1,545.30	\$1,545.30
Manhattan Community Library	\$1,545.30	\$1,545.30
Meagher County/City Library	\$1,545.30	\$1,545.30
Philipsburg Public Library	\$1,545.30	\$1,395.00
Sheridan Public Library	\$1,545.30	\$1,545.30
Thompson-Hickman County Library	\$1,545.30	\$1,545.30

Three Forks Community Library	\$1,545.30	\$1,545.30
Twin Bridges Public Library	\$1,545.30	\$1,545.30
West Yellowstone Public Library	\$1,545.30	\$1,545.30
William K. Kohrs Memorial Library	\$1,545.30	\$1,545.30
TOTALS	\$36,706.00	\$36,555.70

BENEFIT/OUTCOME SUMMARY BY PROGRAM

Program 1: Continuing Education/Annual Meeting

Narrative:

This program supports Goals #1 and #2 of the Broad Valleys Federation

Annual Meeting – Members voted to continue meeting once a year for a two-day meeting, location of which is within the boundaries of the Federation. Retreat will include a minimum of two continuing education workshops.

Each library will receive \$37.50 to help defray travel costs to the meeting.

The Lewis & Clark Library will coordinate and pay for the costs of lodging, meals and continuing education presentations. As costs have risen and there is higher attendance at the retreat, the Federation approved an increase to cover retreat costs. The Lewis & Clark Library will receive up to \$5,000 to pay for this service.

Benefit/Outcome:

This is a popular, long-standing program of the Broad Valleys Federation, bringing Federation librarians and trustees together to discuss items of interest face-to-face. Once again concurrent workshop sessions were offered, a trustee track and a librarian track. Attendees earned continuing education credits through the Montana Library Certification Program. Five outstanding workshops were offered and included New Online Plan of Service Reporting Tools (Librarian Track); Legal Reference 101(Librarian Track); Cultivating Adult Programs (Librarian Track); Libraries and Collection Development Policies and Practices (Trustee Track); and Privacy Issues in Libraries (Trustee Track).

Federation libraries were represented at the retreat and this meeting, as well as the Montana State Prison, Whitehall School District, OPI, and the Montana State Library. Twenty-eight Federation librarians, twelve trustees, four State Library staffers and one representative from the State Library Commission (OPI) attended the retreat.

Each Federation library received a stipend of \$37.50 to be used to offset the cost of traveling to this meeting and all expenses were paid by the Federation. \$5,000 was budgeted for the retreat and \$3,712.25 was actually spent.

Unexpended Funds from the Broad Valleys Retreat held March 6-7, 2009 were repurposed. \$1,200 was moved to Program 2, Continuing Education and funded online courses through the University of North Texas LEAD Program. With these funds the Federation was able to purchase 120 class seats for Federation librarians and trustees. Courses are eligible for CE credits through the Montana Library Certification Program, helping librarians reach their certification goals. The LEAD classes have been an invaluable addition to the Continuing Education Program, both for librarians and trustees. Online courses provide additional professional development opportunities while saving money on travel and allowing librarians and trustees to take classes when convenient for them

The remaining balance of \$87.75 was used to purchase laminate supplies for Book Discussions in a Bag which are processed by Lewis & Clark Library (Federation Coordinator). These kits are available to all Montana libraries and the collection now boasts 101 titles.

Program 2: Continuing Education Grants

Narrative:

Each library will receive a direct grant of \$474.10 to be used to provide continuing education to librarians and trustees, at the discretion of each individual library.

Benefit/Outcome:

For many of our Federation libraries, funds provided through this program are the only budgeted source available to them for continuing education. In addition to the annual Montana Library Association Conference, librarians and trustees took advantage of a variety of training. Networking and staying abreast with new technologies and services is essential.

As noted under outcomes for Program One, the LEAD classes have been an invaluable addition to the Continuing Education Program, both for librarians and trustees. Online courses provide additional professional development opportunities while saving money on travel and allowing librarians and trustees to take classes when convenient for them

Accompanying individual library reports provide details of the breadth of continuing education opportunities.

Program 3: Technology

Narrative:

Monies will be used for technology related expenses. Emphasis will be on technology that strengthens federation-wide access. Additional emphasis will be on federation wide resource sharing and document delivery. Monies received in this category will be expended for such things as hardware, software, OCLC expenditures, statewide database expenditures, virtual reference, and shared catalog expenses. **Each member library may designate some or all of their technology funds for Federation wide purchase of Heritage Quest.

Benefit/Outcome:

Broad Valley Federation libraries utilized funds that continued to strengthen Federation wide access as well as resource sharing and document delivery. Funds were used to cover or offset costs of OCLC, giving member libraries a means to share their library's collections and resources through OCLC's online ILL system; offset costs for the Montana Shared Catalog; cover or offset costs of the Heritage Quest genealogy database; subscribe to Overdrive (downloadable e-content provider) through the Statewide Project My Montana Library 2 Go; purchase computer hardware/software that are of vital importance to resource sharing and document delivery.

Accompanying individual library reports reflect how the needs of each member library were served through this program.

Program 4: Book Discussions in a Bag

Narrative:

This program is originally a result of carry-over funds from FY2005 and now covers all less-than-anticipated expenditures for costs related to the Annual Meeting. The Books Discussion in a Bag program was established in March of 2006 and is now being utilized by the members of the Federation. Unexpended funds from the 2009 Annual Meeting may be used to purchase additional titles; Federation libraries submit their title suggestions and titles selected will be taken from this list.

Benefit/Outcome:

A portion of unexpended funds designated for the annual retreat was repurposed to Program 4, plus 4 cents in unexpended funds from Drummon. \$87.79 was used to purchase laminate supplies for Book Discussions in a Bag which are processed by Lewis & Clark Library (Federation Coordinator). Lewis & Clark Library is now supplementing this Program by cycling in titles from books used for the Library's five ongoing adult book discussion groups, as well as three teen book discussion groups. These kits are available to all Montana libraries and the collection now boasts 101 titles.

Program 5: Administrative Services

Narrative:

Broad Valleys Federation of Libraries will provide to the Lewis & Clark Library a stipend of \$800, which will be used to defray the costs of coordination of the Federation activities

Benefit/Outcome:

Funds helped Federation Coordinator plan meeting agendas, set up meetings, complete the plan of service and annual report preparation and filing, consultation and follow-up with Federation libraries regarding Federation Plan of Service activities. Funds were used to offset costs of printing, materials needed for annual retreat, mailings, long distance costs, and other related administrative costs.

Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Belgrade Community Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
8/24/2009	Belgrade Community Library		Travel to the annual Broad Valley meeting	<u>\$37.50</u>

The opportunity to come together and share ideas and resources is of great help to me. It is difficult to visit other libraries or network face to face with other library Directors or managers. This is a great opportunity to do so.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
8/24/2009	Belgrade Community Library		Travel with entire staff to Livingston for the Montana State Library meeting for 2 days. Also attended two Montana Shared Catalog meetings.	<u>\$474.10</u>

This year our entire library staff attended the Montana State Library Fall meeting in Livingston. Our Board of Trustees allowed closure of the library for two days so all staff could travel to the event. It gave us time to be together as a staff, share new information or ideas. I also attended two Montana Shared Catalog meetings.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
8/24/2009	Belgrade Community Library		OCLC Costs	<u>\$1,033.70</u>

The entire \$1,033.70 was allocated to OCLC costs for our library.

Total Expenses: \$1,033.70
Total Remaining: \$0.00

Benefit/Outcome

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Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Boulder Community Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
3/6/2009			Attended Federation Meeting in Butte.	<u>\$37.50</u>

Received excellent continuing education and had a chance to do some quality brainstorming with other librarians regarding programming ideas.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
6/1/2009	Jefferson County Library System		Supplemented MLA Expenses	<u>\$474.10</u>

Jodi, Carly, and Holly attended the meeting. We all received outstanding continuing education. We were able to meet with other librarians and exchange ideas and encourage one another. It was an enlightening time for all of us.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
6/16/2009	Jefferson County Library System		The Jefferson County Library System has subscribed to Overdrive (downloadable e-content provider) through the Statewide Project My Montana Library 2 Go headed by Sarah McHugh.	<u>\$1,033.70</u>

This has been one of the most used and highly praised services we have offered in the last year. It reaches out to people who are not usually library users and is very patron responsive. The technology is truly up-to-the-minute and user-friendly. Jefferson County is loving downloadable audiobooks!!!

Total Expenses: \$1,033.70

Total Remaining: \$0.00

Benefit/Outcome

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Name of Federation:

Broad Valleys

Name of Library:

Bozeman Public Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
3/6/2009	Bozeman Public Library/Alice Meister		Attended annual Broad Valleys Federation meeting.	<u>\$37.50</u>

To plan and network with other Broad Valley Federation Libraries/Librarians.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
6/12/2009	Montana Library Association		This money was used to assist BPL staff members in attending the Montana Library Association Conference, Kalispell, Montana.	<u>\$474.10</u>

BPL staff members received training and a chance to network and learn from other librarians in the state and the nation.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
6/12/2009	OCLC		This was used for original OCLC cataloging costs. Providing timely access to rare items and to an assortment of formats is beneficial to all.	<u>\$1,033.70</u>

Total Expenses: \$1,033.70
Total Remaining: \$0.00

Benefit/Outcome

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Name of Federation:

Broad Valleys

Name of Library:

Broadwater School and Community Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
3/6/2009	Broadwater School and Community Library		Attended annual Broadvalley Federation Meeting.	<u>\$37.50</u>

Training on online federation expenses, legal resources, participate in annual meeting.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$427.82

Date	Claimant	Tracking #	Description	Amount
5/14/2009	Angela Giono	13996	Offline Technolgy Conference	\$65.00

Assist patrons with digital cameras needs including free internet sites to assist them.

5/14/2009	Kay Ingalls	33358	MLA Conference Motel	\$250.38
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Information on the Montana Shared Catalog, grant guidelines, Montana Public Affairs Initiative, Montana State Library information services, digital depository library, and a workshop on how to avoid getting burned out.

5/14/2009	Angela Giono	13348	Nonprofit Funding Mileage	\$37.44
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Funding our nonprofit organization.

5/14/2009	Kay Ingalls	13565	ASLD/PLD Registration	<u>\$75.00</u>
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Discuss: digital cameras, putting facebook to work, open source cataloging, using open office, being one big library, and tech atlas.

Total Expenses: \$427.82
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,079.98

Date	Claimant	Tracking #	Description	Amount
5/14/2009	Angela Giono	14029	Mileage for Offline conference. Keeps the library abreast of current technological trends.	\$116.60

5/14/2009	Angela Giono	14069	Motel for Offline Conference Learned about open source library operating systems. They share the resources they found with us, so we don't have to take time to research them ourselves.	\$105.93

5/14/2009	Jerry Bodmer	14106	Mileage to Federation Meeting Federation meeting provides, legal reference for public patrons, trustee workshops, adult programming, privacy issues, collection development policy, and vital business meetings.	\$110.00

5/14/2009	Kay Ingalls	14166	Registration MLA Information on the Montana Shared Catalog, grant guidelines, Montana Public Affairs Initiative, Montana State Library information services, digital depository library, and a workshop on how to avoid getting burned out.	\$175.00

5/14/2009	Kay Ingalls	14332	MLA Conference Information on the Montana Shared Catalog, grant guidelines, Montana Public Affairs Initiative, Montana State Library information services, digital depository library, and a workshop on how to avoid getting burned out.	\$342.18

5/14/2009	Kay Ingalls	13590	ASLD/PLD Annual Meeting Expenses. Over budget \$90.14. Please, apply \$46.28 towards Program 2, thus Program 3 will still be over \$43.86. Meetin was at Chico and travel, mileage, motel, and meals went over expense amount. Discuss:digital cameras, putting facebook to work, open source cataloging, using open office, being one big library, and tech atlas.	<u>\$230.27</u>

				Total Expenses: \$1,079.98
				Total Remaining: \$0.00

Benefit/Outcome

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Name of Federation:

Broad Valleys

Name of Library:

Butte-Silver Bow Public Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
3/6/2009	Butte Silver Bow Public Library		Registration for staff members to attend federation meeting.	<u>\$37.50</u>

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
7/21/2009	Giop, Phillips,Johnson, Sheidecker,Friel,Mattiol		We used the CE funds to attend training at the MSL for the Digital Summit meetings in March. We sent two staff members to the OCLC meeting in Billings in April. And several staff members attended OffLine, Broad Valleys meeting, MSC meeting in Bozeman and PLA SLA retreat at Chico.	<u>\$474.10</u>

This year BSB sent more staff(12)to more training events (6) with BVF money for travel and training than in the past two years combined. Benefits include a better trained staff, meeting library staff from other areas and keeping up on the latest library developments in Montana.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
7/21/2009	OCLC		We expanded our OCLC membership dues this year to include their collection development module which we are using in this next fiscal year as well. (additional cost was 575.00 plus 500.00 setup fee)	<u>\$1,033.70</u>

We compared our collection to Lewis and Clark Library to identify gaps in our collection.

Total Expenses: \$1,033.70

Total Remaining: \$0.00

Benefit/Outcome

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Name of Federation:

Name of Library:

Dillon Public Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
11/18/2009	Marie Habener		Travel reimbursement for Library Director to attend annual Broad Valleys Federation meeting.	<u>\$37.50</u>

Benefits include keeping up to date with information in the many fields of library science and networking with other librarians and state personnel

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
11/18/2009	Mary Holt		Mary Holt, assistant library director, attends MLA every other year. Our travel budget was not large enough this year to cover both of our expenses.	\$250.38

Having Mary attend MLA increases the contacts others have for the Dillon Public Library. Mary attends workshops to increase her awareness of current library issues. Other Dillon staff benefit from her report on her MLA attendance.

11/18/2009	Phyllis Bay		Phyllis needed to complete the OCLC ILL training so that we meet state standards when answering the question on the annual report about whether or not the person who does our ILL's has the required training. Now she does.	\$90.00
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Phyllis greatly increased her knowledge of the ILL process by attending this online workshop. She also learned many new reporting and statistical features offered by the OCLC organization on their web site. Her increased knowledge allows DPL to participate more efficiently in the statewide ILL program.

11/18/2009	Marie Habener		Travel reimbursement to attend MLA in Kalispell. Total travel cost was \$305.80, of which \$133.72 came from BF funds. Again, our regular travel fund was not large enough to permit both Mary and I to attend MLA this year. Therefore, we supplemented our travel funds with BV monies to allow our attendance.	<u>\$133.72</u>
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Having two representatives from the DPL is beneficial for other libraries to get to know our library's personnel for networking purposes. Both Mary and I share our experiences and report on the workshops we attend to the other Library staff. Therefore, our attendance increases other's awareness of our library and increases the knowledge of our library staff.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
11/18/2009	Marie Habener		Subscription price for the current year of Heritage Quest, a genealogical database that is cooperatively purchased by a group of Montana libraries.	\$400.00

Primarily benefits the patrons of DPL by granting access to a genealogical research tool. However, because it is a cooperative purchase, the benefit, through cost sharing, is to a statewide range of library patrons.

11/18/2009	Marie Habener		Purchase of OptiPlex 330 Minitower, keyboard, flat panel screen, and mouse for use with the My Montana Library 2 Go audio book project. We had no money in our regular budget for this computer. Therefore, we relied on BVF funds to buy the download computer and help us participate in this program.	\$606.00
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Many libraries statewide have joined MML2G, and the service is being enjoyed by patrons statewide. Because Beaverhead County is considered a "poor" county, having a download station in the Library for those patrons who do not have home computers was a good thing to do in Dillon. Our participation in this program helps us to keep pace with what are considered "standard" library services and to share the experience with other libraries.

11/18/2009	Marie Habener		This small remainder of our technology funds was used to help defray the cost of our participation in the State Shared Catalog. Our total MSC expense was \$2,351.26. Even though the BVF contribution was a small part of the cost, it is symbolic in helping us to participate in the MSC.	<u>\$27.70</u>
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Dillon Public Library could not, on its own, provide anywhere near the catalog and online services that we receive by participating in MSC. The catalog connects us to all the many participating MSC libraries, allows us to participate in an area wide partners resource sharing group (MSC - 4 Rivers Group), and many Montana citizens benefit by having access to the services provided by MSC at their local or area library.

Total Expenses: \$1,033.70
Total Remaining: \$0.00

Benefit/Outcome

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Name of Federation:

Broad Valleys

Name of Library:

Drummond School Community Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
2/9/2009	Broad Valley's Federation Meeting		Attended Broad Valley's Federation Meeting in Butte. \$37.50	<u>\$37.50</u>

Along with a member of our Board of Trustees, I was able to network with others and participate in workshops of valuable information for librarians in our area.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.06

Date	Claimant	Tracking #	Description	Amount
5/9/2009	Shelley Johnson		MLA Conference expenses for our Library Board of Trustees Chairman to attend MLA in place of library director.	\$175.00

Shelley was able to attend conference sessions on various topics and bring the information back to the other members of the board and to the library director. Shelley is obtaining her library certification and was able to use the CE credits at the conference toward her goal of 40 credits by 12/09.

5/9/2009	Shelley Johnson		Travel expenses for Shelley to attend the MLA conference in Kalispell.	\$66.92
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Allowed Shelley, Trustee, to attend the conference to gain continuing education credits toward her goal.

10/8/2009	Montana Library Association		Registration for PLD at Chico Hot Springs.	\$75.00
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Networking with other Directors. Educational sessions.

10/8/2009	Chico Hot Springs		Lodging for PLD Retreat	\$123.05
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Allowed Director to attend conference with other directors.

4/9/2009	Fickler Oil Company		Fuel for School Car to drive to conference.	<u>\$34.09</u>
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allowed travel to conference.

Total Expenses: \$474.06
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
6/9/2009	CDW-G, inc.		Purchase of a Short Throw Projector for the library. \$1272.36 total. Remainder from general library budget for technology.	<u>\$1,033.70</u>

Allows the library to project from the computer to the screen for groups during classes and programs. This works especially well for demonstrating use of the OPAC to groups of patrons.

Total Expenses: \$1,033.70
Total Remaining: \$0.00

Benefit/Outcome

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Name of Federation:

Broad Valleys

Name of Library:

Hearst Free Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
6/16/2009	Hearst Free Library		Travel expenses for annual BVF meeting.	<u>\$37.50</u>

The annual BVF meeting is used to allow Broad Valleys Federation Libraries to share the information, knowledge and resources available to the Federation and encourage networking and consensus building.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
6/16/2009	Hilton Garden Inn - Kalispell		Hotel expenditures for John Finn and Colleen Ferguson. Expenditures were for three night's stay for both Colleen and John at Hilton Garden Inn in Kalispell.	<u>\$474.10</u>

This was money was used to attend the best CE opportunity in the state of Montana. Colleen and John both attended several workshops that directly related to the library.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
6/16/2009	OCLC		Used this amount to help pay for the library's annual OCLC membership fees.	<u>\$1,033.70</u>

As a member of OCLC, member libraries are given a means to share their library's collections and resources through OCLC's online ILL system.

Total Expenses: \$1,033.70

Total Remaining: \$0.00

Benefit/Outcome

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Name of Federation:

Broad Valleys

Name of Library:

Lewis and Clark Library

Expense Detail:

Program 1 Federation Award: \$3,749.75

Date	Claimant	Tracking #	Description	Amount
7/30/2009	Finlen Hotel - Butte, Montana		Lodging costs for Broad Valley Federation members to attend the annual retreat March 6-7,2009.	\$1,417.26
This program provides funding to cover lodging and meals for member librarians and trustees to attend the annual Federation retreat, which includes an annual business meeting and continuing education opportunities.				

7/30/2009	Uptown Cafe		Meals and break food for Friday, March 6, 2009 - Broad Valleys Federation Retreat	\$1,543.65
This program provides funding to cover lodging and meals for member librarians and trustees to attend the annual Federation retreat, which includes an annual business meeting and continuing education opportunities.				

7/30/2009	Front Street Market		Meals for Saturday March 7, 2009 - Broad Valleys Retreat	\$667.90
This program provides funding to cover lodging and meals for member librarians and trustees to attend the annual Federation retreat, which includes an annual business meeting and continuing education opportunities.				

7/30/2009	Costco		Supplies purchased for Broad Valleys Retreat held March 6-7, 2009.	\$41.44
This program provides funding to cover lodging and meals for member librarians and trustees to attend the annual Federation retreat, which includes an annual business meeting and continuing education opportunities.				

7/30/2009	Lee Phillips - Reimbursement		Reimburse Lee Phillips for purchase of presenter gifts for Broad Valleys Federation Retreat held March 6-7, 2009	\$42.00
This program provides funding to cover lodging and meals for member librarians and trustees to attend the annual Federation retreat, which includes an annual business meeting and continuing education opportunities.				

7/30/2009	Lewis & Clark Library		Reimbursement for travel to Broad Valleys Retreat held March 6-7, 2009	<u>\$37.50</u>
This program provides funding to cover travel for member librarians and trustees to attend the annual Federation retreat, which includes an annual business meeting and continuing education opportunities.				

Total Expenses: \$3,749.75
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$1,674.10

Date	Claimant	Tracking #	Description	Amount
7/30/2009	Lewis & Clark Library		Stipend for continuing education for Broad Valley Federation of Libraries members used for several Lewis & Clark Library staff to attend the annual MLA Conference in Kalispell in April, 2009. ****Unexpended Funds from the Broad Valleys Retreat held March 6-7, 2009 were repurposed. \$1,200 moved to program 2 continuing ed to purchase 120 class seats - online courses through the University of North Texas LEAD program. Seats offered and distributed to all Federation libraries.	<u>\$1,674.10</u>

The annual Montana Library Association Conference offers valuable continuing education and professional development opportunities for librarians, library staff and trustees. It also affords the opportunity to network with Montana librarians. ****Repurpose funds were used to purchase online continuing ed courses for Federation librarians and trustees. Courses are eligible for CE credits through the state library, helping librarians reach their certification goals.

Total Expenses: \$1,674.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
7/30/2009	OCLC		Technology grant funding is applied to the annual cost for OCLC, which is essential to managing and sharing of our resources.	<u>\$1,033.70</u>

Technology grant funding is applied to the annual cost for OCLC, which is essential to managing and sharing of our resources.

Total Expenses: \$1,033.70
Total Remaining: \$0.00

Benefit/Outcome

Program 4 Federation Award: \$87.79

Date	Claimant	Tracking #	Description	Amount
7/30/2009	Lewis & Clark Library - Vendors		Unexpended funds from the Broad Valleys Federation Retreat held March 6-7, 2009 were repurposed - \$1,200 to continuing ed, program 2 for online professional development courses and the remaining balance of \$87.75 to purchase laminate supplies for Book	<u>\$87.79</u>

Discussions in a Bag which are processed by Lewis & Clark Library (Federation Coordinator). Another 4 cents was moved due to a credit for Drummond under Program 2.

This program was established in order to utilize any unexpended funds from the annual Federation retreat. It supports the goal for resource sharing among Federation and Montana libraries.

Total Expenses: \$87.79
Total Remaining: \$0.00

Benefit/Outcome

Program 5 Federation Award: \$800.00

Date	Claimant	Tracking #	Description	Amount
6/1/2009	Lewis & Clark Library		Broad Valleys Federation of Libraries will provide to the Lewis & Clark Library a stipend of \$800, which will be used to defray the costs of coordination of the Federation activities	<u>\$800.00</u>

Provides a stipend to cover administrative costs that assist with Federation-wide communication, resource sharing and planning.

Total Expenses: \$800.00
Total Remaining: \$0.00

Benefit/Outcome

Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Livingston-Park County Public Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
9/3/2009	Milla L. Cummins		The Library Director and one Library Trustee attended the annual meeting of the Federation in Butte and used the \$37.50 allocated for attendance at the annual meeting to help defray travel expenses. (Actual cost to the library for travel expenses was \$55.50.)	<u>\$37.50</u>

The legal reference program presented by Judy Meadows at the BVF annual meeting was particularly timely, as our library has seen an increase in the number of pro se litigants seeking assistance. The director was able to provide a synopsis of Ms. Meadows' presentation to circulation and reference staff at a staff meeting following the annual meeting. The trustee attending furthered his knowledge of privacy issues in libraries and passed this information on to fellow trustees at a regularly scheduled board meeting.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
9/3/2009	Milla L. Cummins		The Library used the \$474.10 allocated for continuing education to help defray the cost of registration fees for 4 staff members attending the annual Montana Library Association conference in Kalispell. (Actual cost to the library for 4 attendees was \$1111.96.)	<u>\$474.10</u>

Staff attending the MLA conference increased their knowledge in a variety of areas such as children's services, intellectual freedom issues, and copyright concerns. Especially timely and immediately useful in providing improved patron service was knowledge gained about accessing public health information.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
9/3/2009	Milla L. Cummins		The library used its Technology Grant award to help underwrite the cost of participation in OCLC (\$1,808 if FY 2009). Having this revenue source to offset the costs of OCLC allowed the library to contribute \$500 toward a state-wide purchase of the online database Heritage Quest.	<u>\$1,033.70</u>

Adding our acquisition records to OCLC and improving our old Level I catalog records enables our library to make more of our collection accessible to others through interlibrary loan. Similarly, access to the Heritage Quest database allows all Montanans to research census records and other genealogical resouces.

Total Expenses: \$1,033.70
Total Remaining: \$0.00

Benefit/Outcome

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Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Madison Valley Public Library

Expense Detail:

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
1/23/2009	Kathleen Knack		MSC 4Rivers meeting Dillon	\$9.10
To welcome Dillon and discuss ongoing problems				

1/23/2009	Kathleen Knack		MSC-4Rivers meeting Dillon	\$7.50

5/7/2009	Michelle Goggins		MSC Meeting Bozeman	\$11.61
Training to improve patron service				

5/7/2009	Michelle Goggins		MSC Meeting Bozeman	\$13.14

5/8/2009	Kathleen Knack		MSC Meeting Bozeman	\$2.45
To keep staff informed on changes in MSC				

5/8/2009	Kathleen Knack		MSC Meeting Bozeman	\$38.50

5/8/2009	Kathleen Knack		MSC Meeting Bozeman	\$33.01

5/8/2009	Kathleen Knack		MSC Meeting Bozeman	\$5.00

10/1/2009	Michelle Goggins	0002523709	MSC Training Helena	\$118.79
To improve library service to patrons				

10/2/2009	Michelle Goggins		MSC Meeting Helena	\$140.00
Keep staff informed				

7/1/2009	Kathleen Knack		MLA Dues	\$50.00
Allows networking with other libraries and opportunity for training				

7/1/2009	Michelle Goggins		MLA Dues	\$30.00
Allows training opportunity				

7/1/2009	Sandra Bullock		MLA Dues	<u>\$15.00</u>

Provides opportunity for training

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,071.20

Date	Claimant	Tracking #	Description	Amount
9/1/2009	Kathleen Knack		MLA 2010 Conference Bozeman	\$46.07
These remaining funds will be added to the 2010 continuing ed allocation to allow all staff and some Board Members to attend some work shops that will improve patron service.				
9/5/2008	Madison Valley Public Library		OCLC annual fee	\$861.00
Belonging to OCLC keeps our library up to date which allows staff to offer better patron service				
9/5/2008	Madison Valley Public Library		MSC annual fees	<u>\$164.13</u>
Joining MSC allowed our library to help form and join the 4Rivers Sharing Group. Library patrons have access to over 200,000 items to choose from and enjoy. A win win situation.				

Total Expenses: \$1,071.20
Total Remaining: \$0.00

Benefit/Outcome

Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Manhattan Community Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
3/6/2009	Trudy Dundas and Kari K. Eliason		We attended the March 6, 2009 Broad Valley's Federation Meeting in Butte.	<u>\$37.50</u>

Trudy learned more how to serve adults better in the library and Kari felt that the Collection Development Policies and Practices workshop was beneficial. This training will help them serve their patrons more effectively. It was also good to meet with the other librarians and discuss similar issues and challenges.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
4/23/2009			Expenses for Library Director and Town Librarian at the annual Montana Library Association meeting.	<u>\$474.10</u>

The co-librarians of our community/school library attended the annual MLA meeting in Kalispell. This yearly convention provides continuing education of our librarians and vital input with other libraries throughout the state to enhance our services to the community.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
6/30/2009			OCLC membership renewal	\$900.00

OCLC allows our library to provide the vital services we need to our patrons. This program allows us to streamline our cataloging procedures, maintain consistency with other libraries in regards to our materials, and greatly enhance our services to our rural patrons by providing current accessibility, such as inter-library loans.

9/1/2008 HeritageQuest Online initial subscription \$100.00
Subscription price to the Montana State Library service. HeritageQuest online provides our patrons with free access to comprehensive research their genealogy within the United States.

2/2/2009 Supplies for I.L.L. \$33.70
Supplies for Inter-Library loan. This service allows us to provide our patrons in this rural community with access to materials throughout the state.

Total Expenses: \$1,033.70
Total Remaining: \$0.00

Benefit/Outcome

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Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Meagher County/City Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
3/6/2009	Debbie Benedict		Attendance at Broad Valleys meeting at the Finlen in Butte.	<u>\$37.50</u>

Strengthen ties with other Broad Valleys librarians and receive training and other informational material.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
6/26/2009	Debbie Benedict		These funds were allocated to costs of participating in the MLA conference.	<u>\$474.10</u>

"Sell Yourself-Tips & Tricks" and "Merchandising Magic" provided information I am applying to market Heritage Quest, e-books, eAudiobooks, and other programs our library currently offers or plans to participate in. Since returning from this conference, a genealogy club has formed that meets monthly at the library for computer access that includes Heritage Quest. "Assessing the Outcomes of Library Programming" will aid me in assessing whether our patron's needs are being met. "Montana - Be a Yoke" helped me better understand the type of collections which our Montana Room should house. "Social Learning in Libraries" encouraged me to readdress eAudiobook capability with our library board to better serve patrons. "Radical Reads" gave timely insight on books of interest to young adults - titles were ordered and already in the hands of our youth. Finally, "Where Can I Find It?" provided tips which is decreasing the time a patron waits while I search for material.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
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3/6/2009	Heritage Quest/Montana 3 State Library	Heritage Quest Online Genealogy Database	\$100.00
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Patrons have been able to use this program onsite at the library and also at home to research geneology of family members. This has been meaningful in that they have not needed to expend money on other similar online programs feeling that their tax money is being of help to them personally. Our library has been very limited in the information it has been able to provide. We also answer Chamber of Commerce calls, many of which involve the date of death/background of a family member. These calls generate from various places, many outside of Montana. The capability this system has afforded in answering these questions is invaluable.

6/26/2009	Gagnon's	These funds were applied toward purchase of a Panasonic copier/printer/fax machine.	<u>\$933.70</u>
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Our library processes 100-150 interlibrary loan requests monthly, many between Broad Valleys Federation libraries. The ability to print OCLC requests and fax information is critical to providing this service to our patrons.

Total Expenses:	\$1,033.70
Total Remaining:	\$0.00

Benefit/Outcome

Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Philipsburg Public Library

Expense Detail:

Program 2 Federation Award: \$217.00

Date	Claimant	Tracking #	Description	Amount
5/7/2009	Montana SharedCatalog		Annual meeting for the MONTana Shared Catalog I wanted my board to become familiar with the catalog.	\$215.00

6/4/2009	msc		MEALS FOR MSC	<u>\$2.00</u>
TRAINING				

Total Expenses:				\$217.00
Total Remaining:				\$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,328.30

Date	Claimant	Tracking #	Description	Amount
3/5/2009	Computers Plus		Purchased a computer for public access we are now able to provide another computer for the public	\$897.00

7/31/2009	OCLC		pd for subscription to OCLC OCLC enables us to use ILL which is important to a small library	<u>\$281.00</u>

Total Expenses:				\$1,178.00
Total Remaining:				<u>\$150.30</u>

Benefit/Outcome

Individual Library Report for FY 2009 Federation Annual Report

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Name of Federation:

Broad Valleys

Name of Library:

Sheridan Public Library

Expense Detail:

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
3/1/2009	Sheridan Public		MLA Registration.	\$237.00
Continuing Education.				

3/1/2009	Sheridan Public		Lodging MLA.	\$182.76
Continuing Education.				

8/1/2008	Sheridan Public		MLA Membership.	\$30.00
Continuing Education.				

4/25/2009			Travelling meals MLA.	<u>\$24.34</u>
Continuing Education.				

Total Expenses:				\$474.10
Total Remaining:				\$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,071.20

Date	Claimant	Tracking #	Description	Amount
2/1/2009	Sheridan Public		New Dell (Out of \$1234.43)Workstation.	<u>\$1,071.20</u>
Additional Internet Station.				

Total Expenses:				\$1,071.20
Total Remaining:				\$0.00

Benefit/Outcome

Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Thompson-Hickman County Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
3/6/2009			travel costs to BVF meeting in Butte 4/6/2009	<u>\$37.50</u>

Workshops and business meeting of this retreat helps our director and one trustee understand the working of the federation which in return benefits our patrons.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
6/18/2009	Joanne C. Erdall		Erdall traveled to Kalispell for MLA for continuing ed classes, meetings and to present a workshop. Stayed 3 night, 4 days.	<u>\$474.10</u>

Received several ce credits, attended important meetings, shared preservation and storing of historical area documents and pictures during presentation which assists others.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
9/8/2008	OCLC	71256	Cost to belong to OCLC	\$566.49

This benefits our library patrons, sharing group, federation and entire state by being able to afford this cost of belonging, doing Interlibrary Loans and borrowing.

5/9/2009	Daktech	74013	partial cost of replacing desk top computer	<u>\$467.21</u>
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This computer handled our scanner which is widely used in scanning archival material and historical photos. It had to be replaced. Benefits all the researchers and authors who use our archives.

Total Expenses: \$1,033.70

Total Remaining: \$0.00

Benefit/Outcome

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Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Three Forks Community Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
7/16/2009	Debbi Kramer		Mileage to Federation Retreat \$37.50	<u>\$37.50</u>

With the Federation's stipend toward mileage it is possible for my library to send me to the Federation meeting. By attending the meeting I will learn new things, network with other librarians in the Federation and therefore, strengthen all the libraries in the Federation.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
7/16/2009	Debbi Kramer		Mileage Federation meeting--\$76.05 Mileage to Annual Conference--\$132.31 2 nights lodging annual conference--\$166.92 ASLD-PLD Retreat Registration & mileage--\$98.82	<u>\$474.10</u>

By attending the conference and ASLD-PLD retreat I was able to participate in several wonderful workshops. All the libraries in the Federation will benefit from my attendance in the productivity workshop. By being more productive I can get ILL books on their way faster to other libraries. With the Time Management workshop I learned to prioritize my workload to better serve my patrons as well as those outside my library doors. By receiving my Certification I can now help everyone in the library community with my knowledge about library issues and being updated on library procedures.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
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7/16/2009 Debbi
Kramer

Shared Catalog Invoice--\$1033.70

\$1,033.70

The Federation money was used to help pay a portion of my libraries Shared Catalog costs. By being a part of the shared catalog my library is able to get its collection into the hands of other readers throughout Montana and the United States. By using Federation money for these costs it frees up money in my budget to order books that are unique to collections across the Federation, thus expanding everyone's collections through ILL.

Total Expenses: \$1,033.70

Total Remaining: \$0.00

Benefit/Outcome

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Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

Twin Bridges Public Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
3/7/2009	Twin Bridges Public Library		Travel expenses to and from meeting. Networking with colleagues and continueing education.	<u>\$37.50</u>

Total Expenses:				\$37.50
Total Remaining:				\$0.00

Benefit/Outcome

Program 2 Federation Award: \$210.50

Date	Claimant	Tracking #	Description	Amount
4/11/2009			Montana Shared Catalog Spring Meeting Networking with colleagues. Especially discussions with Bill Talbot who rode with me.	\$195.75

3/7/2009			Broad Valleys Federation Meeting additional travel expense Because I learned from Bob Coopers presentation Twin Bridges Public Library nominated Anne Kish for the State Library Board.	<u>\$14.75</u>

Total Expenses:				\$210.50
Total Remaining:				\$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,297.30

Date	Claimant	Tracking #	Description	Amount
5/15/2009	Montana shared Catalog		Consortium shared costs. Able to acquire materials for patrons more easily and quickly from partner libraries.	\$1,033.70

5/15/2009	OCLC		Interlibrary Loan computer program.	<u>\$263.60</u>

Used very often to bring in books not available in our partner group. Makes the service of our library much greater for our patrons.

Total Expenses: \$1,297.30
Total Remaining: \$0.00

Benefit/Outcome

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Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

West Yellowstone Public Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
7/22/2009	West Yellowstone Public Library		I did not use this money... I did not attend BVF meeting in March 2009.	<u>\$37.50</u>

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
7/22/2009	West Yellowstone Public Library		This money was used to help defray costs for West Yellowstone Public Library staff to attend MLA in Kalispell, April 2009.	<u>\$474.10</u>

It was great that both staff were able to attend MLA. It is a great benefit for us to receive continuing education, and to be able to travel such a far distance.

Total Expenses: \$474.10
Total Remaining: \$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
7/22/2009	West Yellowstone Public Library		We used this money to offset our costs of OCLC and the Montana Shared Catalog. OCLC was \$861.00 and the Montana Shared Catalog was 1989.49	<u>\$1,033.70</u>

We appreciate this money to help us maintain our partnerships with OCLC for cataloging and Interlibrary loan, and for participation in the Montana Shared Catalog.

Total Expenses: \$1,033.70
Total Remaining: \$0.00

Benefit/Outcome

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Individual Library Report for FY 2009 Federation Annual Report

PURPOSE OF THIS REPORT: To report how each library in the Federation used Federation funds within the programs established by the Federation Plan of Service (POS). These individual library reports will be attached to the Federation's Annual Report for submission to the Montana State Library Commission.

Name of Federation:

Broad Valleys

Name of Library:

William K. Kohrs Memorial Library

Expense Detail:

Program 1 Federation Award: \$37.50

Date	Claimant	Tracking #	Description	Amount
4/30/2009	Nancy Silliman		Mileage to BVF spring retreat in Butte.	<u>\$37.50</u>

At the retreat, I became trained in this reporting system, and gained new insights into legal reference and adult programming. All the continuing ed offerings provide necessary networking and reassurance.

Total Expenses: \$37.50
Total Remaining: \$0.00

Benefit/Outcome

Program 2 Federation Award: \$474.10

Date	Claimant	Tracking #	Description	Amount
4/30/2009	Nancy Silliman		Mileage reimbursement to Fall Retreat in Livingston, MT	\$129.94

I am now aware of (and impressed with) the Montana Memory Project. The early childhood session inspired and energized. The Internet crime workshop was an eye-opener and the consumer health presentation was an excellent update.

4/30/2009	Nancy Silliman		Registration (65.00), lodging (62.06), mileage (24.03) for attendance at Offline in Anaconda.	\$151.09
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The retreat was an excellent introduction to open source resources for a variety of library "business." For a small, ill-funded library such as ours, Open Source software is bound to be important in the future. I also learned about the State Library's webhosting and, as a result, our website has been placed there. What a relief!

5/21/2009	Cheryle Wood		Online OCLC Western class: Risk Assessment and Disaster Planning for Collection Management - 6 hours. April - May 2009	\$75.00
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We now have several templates and lists to prepare us more effectively for a disaster. Cheryle will also share what she learned at our next staff meeting.

5/21/2009	Nancy Silliman & Staff		Local Historical and Genealogical Resources with Megan Thompson, Deer Lodge. May 14, 2009, 2 1/2 hours.	\$75.00
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Megan gave us an overview of Powell County history. She also described local family history resources and took us to online genealogical sites. She created a local history timeline and gave us a notebook with lists of resources, names, etc.

5/21/2009	Nancy Silliman	MEA/MFT 2008 Educators' Conference, MLA Association Sectionals, Oct. 16, Missoula. Registration.	\$3.07
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I attended workshops on new children's literature, technology and libraries, Dewey Decimal governance, and the new LMT content standards (rural schools visit the library for lessons and usage). I was usefully informed and instructed at the end of the day.

5/21/2009	Nancy Silliman	MontanaLibrary2Go annual meeting, June 26, 2009, Helena. Mileage.	<u>\$40.00</u>
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This meeting will keep us "up to speed" on the collaborative e-audio program we are providing to our patrons.

Total Expenses:	\$474.10
Total Remaining:	\$0.00

Benefit/Outcome

Program 3 Federation Award: \$1,033.70

Date	Claimant	Tracking #	Description	Amount
4/30/2009	Nancy Silliman		Year's contribution to MyMontanaLibrary2Go purchase of e-audiobooks.	\$700.00

Provide patrons with a popular new service and greatly expand our audiobook offerings.

4/30/2009	Nancy Silliman	Annual subscription contribution to HeritageQuest Online.	<u>\$333.70</u>
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To provide extensive and convenient access for our patrons to genealogical and historical information.

Total Expenses:	\$1,033.70
Total Remaining:	\$0.00

Benefit/Outcome

**Broad Valleys Federation of Libraries
Fiscal Year 2009 Spring Meeting
March 6-7, 2009 – Finlen Hotel
Butte, Montana**

MINUTES

Those in attendance at the retreat were:

ANACONDA John Finn, Director, Lorraine Biggs-Gallik, Trustee, Peggy Walsh, Trustee and Mairan Geil, Trustee

BELGRADE

BOZEMAN Alice Meister, Director

BUTTE Lee Phillips, Director, Bill Burger, Trustee, Patty Higinbotham, Trustee, Stephanie Johnson, Irene Scheidecker, Dessie Martin, Anne Mattioli, Cathy Friel, Diane Giop, Kay Stark, and Christine Call.

DEER LODGE Nancy Silliman, Director

DILLON Marie E. Habener, Director

DRUMMOND Jodi Oberweiser, Director and Shelley Johnson, Trustee

HELENA Judy Hart, Director, Helena McCaffrey, Trustee and Diane Potter

JEFFERSON Jodi Smiley- Boulder Library, Carly Delsigne-Clancy, and Holly Harper, Trustee

COUNTY

LIVINGSTON Milla Cummins, Director and Ron Clark, Trustee

MADISON VALLEY

MANHATTAN Kari K. Eliasan, Director and Trudy Dundas

PHILIPSBURG

STATE LIBRARY Bob Cooper, Suzanne Reymer, Lauren McMullen, Maggie Meredith and Cheri Bergeron, OPI, State Library Commission

STATE PRISON Catherine McMullen

SHERIDAN

THREE FORKS Debbi Kramer, Director and Nancy O'Donnell, Trustee

TOWNSEND Angela Giono, Director and Jerry Bodmer, Trustee

TWIN BRIDGES Betty Humbert, Director

VIRGINIA CITY Joanne Erdall, Director and Donna Ohs, Trustee

W. YELLOWSTONE

WHITE SULPHUR Debbie Benedict, Director

WHITEHALL Linda Blomquist-Whitehall School District

GUEST SPEAKERS: Judy Meadows and Suzanne Schwichtenberg

Fifteen Federation libraries were represented at the retreat and this meeting, as well as the Montana State Prison, Whitehall School District, OPI, and the Montana State Library. Twenty-eight Federation librarians, twelve trustees, four State Library staffers and one representative from the State Library Commission (OPI) attended the retreat.

FEDERATION EXECUTIVE MEETING

FY 2009 Federation Officers met to discuss Federation Board general meeting agenda. In attendance were Jodi Oberweiser, Lee Phillips, John Finn, Angela Giono, Hart noted that there would be unexpended funds remaining from the annual retreat budget. Several options for repurposing the unexpended funds were discussed and included designating funds for travel stipends, continuing education, toward purchase of Heritage Quest and Technology Program. The committee discussed the inclusion of the general term resource sharing as one of the programs for FY2010 as well as including a goal to increase attendance at the annual Federation retreat by 10%. These suggestions will be presented at the Advisory Board meeting.

FEDERATION ADVISORY BOARD MEETING

Federation Coordinator Judy Hart called the meeting to order at 9:05 a.m. Introductions were made, and a welcome extended to all in attendance. Thirty-six Federation members were in attendance, representing 15 of the 20 Federation libraries.

FY08 SPRING MEETING MINUTES - Milla Cummins moved to approve the minutes as presented; seconded by John Finn. Motion carried.

ELECTION OF OFFICERS FOR FY2010 – John Finn, as the FY2009 Vice Chair, will become the Chair for FY2010. Finn represents Hearst Free Library, a medium library. As the Chair rotates between small, medium and large libraries, nominations for Vice-Chair represent a large library. The following nominations and appointments for FY2010 Officers were made:

John Finn nominated Lee Phillips as Vice Chair for FY2010, representing a large library.

Judy Hart nominated Angela Giono, Broadwater Library for School Library Rep.

Joanne Erdall, Thompson-Hickman County Library volunteered for Small Library Rep.

Lee Phillips nominated Catherine McMullen, Montana State Prison for Special Library.

Lee Phillips nominated Jodi Oberweiser, Drummond School/Community Library for School/Community Library Rep.

Milla Cummins moved to accept nominations; seconded by Jerry Bodmer. Motion carried.

Officers for FY 2010 are as follows:

Chair	John Finn, Anaconda
Vice Chair (large library)	Lee Phillips, Butte
School Library Rep	Angela Giono, Townsend
Small Library Rep	Joanne Erdall, Virginia City
Special Library Rep	Catherine McMullen, State Prison
School/Community Library Rep	Jodi Oberweiser, Drummond

FY2009 PLAN OF SERVICE REVIEW – Fiscal Year 2009 was reviewed. Hart noted that there would be about \$1000 remaining in the FY2009 budget for the retreat. Executive committee suggested dividing up the money across the programs in the plan of service or online course purchases for Federation members. Alice Meister moved to use the remaining funds to pay for online training opportunities; seconded by Milla Cummins. Motion carried

A letter of appreciation will be sent to Mike Price for helping with the online Federation reporting system.

FY2010 PLAN OF SERVICE – Hart noted that the \$800 the Lewis & Clark Library receives to cover administrative costs as the Federation Coordinator is sufficient. Funding remains the same as FY2009 with the Broad Valleys Federation scheduled to receive \$36,706.

Program One - Continuing Education/Annual Meeting: Discussion centered on continuing the two day retreat in spring and adding a fall online webinar. Milla Cummins moved to schedule the FY2010 annual retreat on Friday and Saturday, March 5-6, 2010; seconded by Alice Meister. Motion carried. Location for retreat is to be determined. It was agreed that the Executive Committee attempt to meet twice a year.

Lewis & Clark Library will receive \$5,000 to cover retreat costs. Each library will continue to receive a \$37.50 stipend for travel to retreat. Members discussed continuing education needs and were asked to submit suggestions for continuing education sessions for the next retreat. The Federation will continue to offer concurrent tracks, one geared to trustees, one to librarians.

Program Two – Continuing Education Grants: Each Federation library will receive \$474.10 to help offset costs for continuing education opportunities.

Program Three – Technology: Each Federation library will receive \$1,033.70 for this program. Funds can be applied to Heritage Quest. Milla Cummins moved to include Resource Sharing as part of the program title for technology

Program Four – Book Discussions in a Bag: Unexpended funds may be used to purchase additional titles. Funds designated for this program will be determined by the Federation at the annual spring retreat.

The Executive Committee suggested the FY2010 POS include a resource sharing clause that would address any unexpended funds and allow flexibility. Milla Cummins moved to include a resource sharing clause in the FY2010 POS; seconded by Lee Phillips. Motion carried. ***The following clause was added to the FY2010 POS under all programs:

Unexpended funds from any program may be redirected. Remaining funds may be used to secure additional continuing education /professional development opportunities, online databases, MontanaLibrary2Go, book discussion kits, or technology that benefits the Federation.

The FY 2010 POS will include a goal to increase attendance at the annual Federation retreat by 10%.

STATE LIBRARY'S REPORT

State Library staff, on behalf of Darlene Staffeldt, State Librarian, gave the Montana State Library Report. Print copies of the report were distributed to all retreat attendees. Report is attached.

GENERAL RETREAT: Hart requested that those in attendance email her with recommendations for retreat location.

INDIVIDUAL LIBRARY REPORTS – Annual reports of happening and accomplishments were shared.

CONTINUING EDUCATION PRESENTATIONS

NEW ONLINE PLAN OF SERVICE REPORTING TOOLS – Suzanne Reymer, Statewide Consulting Librarian, Montana State Library

LIBRARIAN TRACK

**LEGAL REFERENCE 101: Legal Advice vs. Legal Information
Judy Meadows, Director and State Law Librarian of Montana**

CULTIVATING ADULT PROGRAMS – Suzanne Schwichtenberg, Adult Services Librarian, Lewis & Clark Library

TRUSTEE TRACK

LIBRARIES AND COLLECTION DEVELOPMENT POLICIES AND PRACTICES – Lauren McMullen, Training Specialist, Montana State Library

PRIVACY ISSUES IN LIBRARIES - Suzanne Reymer, Statewide Consulting Librarian