

DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING
8:30 A.M., FEBRUARY 16, 2010
MONTANA STATE LIBRARY
HELENA, MONTANA**

ATTENDEES:

Commissioners: Chairman Don Allen, Bonnie Allen, Colet Bartow, Marsha Hinch, Denise Juneau, Richard Quillin and Anita Scheetz. Joyce Funda was excused.

Staff: Ken Adams, Christie Briggs, Bob Cooper, Mary Fouts, Sara Groves, Myrtle Humphreys, Jim Kammerer, Bryce Maxell, Sarah McHugh, Maggie Meredith, Darlene Staffeldt, Jennie Stapp, Marlys Stark and Jess Tobin.

Visitors: Honore Bray and Eva English.

Chairman Allen called the meeting to order at 8:36 a.m.

MINUTES:

The December minutes need an addition to state that Marsha Hinch was nominated as chairperson but she declined the nomination. Commissioner Bartow made the motion to pass the December minutes with that correction and the motion passed.

With the addition of the fact that Commissioner Quillin asked to be included in prioritizing since he has experience in that, Commissioner Quillin moved to pass the January minutes as amended and the motion passed.

STATE LIBRARIAN'S REPORT:

Bob Cooper, Suzanne Reymer and two consultants from the Cambridge Strategic Management Group have been working on the submission for the Broadband Opportunity Program Grant. This has been very intensive and time consuming and there is a lot of work ahead.

NRIS and the Historical Society have published a book and put up a website about Montana place names. Billings is having a challenge to use the book to find out how places got their name.

The digitization contract is signed and the project is moving forward.

Drummond has a mail in ballot for multi jurisdictional district library.

The ALA is planning a national snapshot of libraries mostly based around national library day but some states, such as Montana will be using a different day. Montana will plan to do the snapshot this fall.

In regards to travel expenses, out of state travel has been cut back but we still have requirements and funding for in state travel.

FY10 SECOND QUARTER FINANCIAL REPORT:

LIS has received a resignation by one of their staff members. After much discussion by staff and managers, it has been decided to open the vacant TBL position since it is felt that this is a crisis position at this time. The 7% vacancy savings won't quite be met this way but will be with other things. It is possible another vacancy may occur towards the end of the year. 2 LIS positions will remain open at this time. The budget office will not support RIF or furloughs at this time.

BUDGET REDUCTION DISCUSSION:

So far no additional cuts have been asked for and no special session is planned. Hopefully they won't ask for any additional cuts but they are recommending the full 5% be cut. The Governor's office did make one change from the proposed cut which was to make a fixed cost cut of \$8,000 which has been put back for MRRS.

Staff members will not attend all federation meetings but will try to attend some. The goal would be to get to one for each federation a year.

Printing has been cut back but all things that have been printed in the past will be available on the website in the future.

Staffeldt has 8 pages of EPP proposals at this point and is keeping records of what the needs are.

More information is needed on strategic cuts for programs and possibilities.

PUBLIC COMMENT:

There were none received.

PEEL SCHOLARSHIP RECOMMENDATIONS:

Sheree West has applied for all available positions but has not been hired. State Librarian Staffeldt's recommendation would be to extend the 6 month period by another 6 months to allow her time to find a qualifying position.

DRAFT LIBRARY SERVICES TECHNOLOGY ACT (LSTA) FY10 BUDGET:

The commission was shown a very preliminary budget which is going to the Network Advisory Council (NAC) for additional recommendation on March 23. There is to be a slight increase in the LSTA allotment. The budget has both ongoing and new programs as well as some unassigned monies at this time. Commissioner Hinch recommended that Montana Library to Go get more money for content.

POLICIES:

1. Talking Book Library Digital Policy

The commission reviewed this policy to be sure the requested edits had been done.

2. Social Web 2.0 Policy

There are 3 documents that need to be passed, one for the staff, one for users and one regarding confidentiality. The statewide policy is general and requires the director to list what media is being used. There is a typo in the confidentiality statement which has been corrected. RSS and API in the user policy need to be spelled out. The staff policy defines what social web is and there is a concern that Web 2.0 is too narrow.

PUBLIC COMMENT:

Honore Bray commented that the social web policy will be used as a model for others and the staff has done a very good job on it.

COMMISSION GOALS AND OBJECTIVES:

The commission will try to have a member at each federation meeting if staff can't go.

The commission discussed whether winter meeting should be done via teleconference. The consensus was that face to face meetings were the best although they also agree that general fund money needs to be considered.

PUBLIC COMMENT:

Honore said they are trying to form a library branch within Missoula at the Big Sky High School.

Eva English, the MLA president wanted to invite the commissioners to the MLA conference.

ACTION ITEMS:

1. FY10 Second Quarter Financial Report

**Motion made by Commissioner Bartow to accept the reports presented.
Commissioner Scheetz seconded the motion and the motion passed.**

2. PEEL Scholarship

Commissioner Scheetz made the motion to extend the job search by six months as recommended by Darlene. The motion was seconded by Commissioner Quillin and the motion passed.

3. Social Web 2.0 Policy

**Commission Quillin moved that the commission accept the policy as submitted.
Commissioner Bartow seconded the motion and the motion passed.**

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4. Commission Bylaws

Commissioner B. Allen made a motion seconded by Commissioner Quillin to accept the bylaws as written and the motion passed.

OTHER BUSINESS:

The State Librarian will be doing a blog.

Chairperson Allen said that the collection management honor roll will be awarded on Thursday at MLA.

EXECUTIVE SESSION:

The chairman closed the meeting for an executive session at 11:40. It was reopened to the public at 1:28

ADJOURNMENT:

The chairman adjourned the meeting at 1:30 p.m.

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