

**STATEWIDE LIBRARY RESOURCES (SLR)
LIBRARY DEVELOPMENT (LDD)
AND MONTANA SHARED CATALOG (MSC)
ACTIVITY REPORT FOR THE OCTOBER 12, 2011
STATE LIBRARY COMMISSION MEETING**

Activity Period: July 16, 2011-September 20, 2011

Goal One – Content - *Montana State Library (MSL) acquires and manages relevant quality content that meets the needs of Montana library partners and patrons.*

- Met with MSL coworkers to discuss redesigning <http://mymontanalibrary.org> with the idea of creating a website that features unique Montana resources that answers quick questions people have about the literature, geography, natural resources, and history of Montana. Discussions are ongoing with librarians and MSL staff to determine how changing Mymontanalibrary might impact librarians and staff.
- Ordered materials for Professional Development Collection based on requests and professional review sources. Made announcements on librarian list serve highlighting collection formats, new acquisitions and bibliographies on topics of interest.
- Maintained library administration section of learning library on CE Central wiki.
- Facilitated final implementation steps for the EBSCO statewide databases and “HomeworkMT” from Tutor.com
- Continued implementation work with EBSCO support to configure the statewide EBSCO Discovery System (“EDS”), which will have a statewide name of “MT Statewide Library Resources”.
- MSC Content Management Committee held special meeting to discuss and finalize cataloging procedures to be used by all MSC libraries for call number analytics and electronic book (ebook) readers.

Goal Two—Access – *MSL provides libraries, agencies, and its partners and patrons with convenient, high quality, and cost-effective access to library content and services.*

- Conducted trainings either onsite or online on records management & state records law.

- Assisted LISD with review of non-fiction book collection (excluding professional development section).
- Continued evaluation and processing of MSL records for eventual transfer to the State Archives.
- Conducted onsite training in technology integration at the Missoula Public Library.
- Conducted onsite training in MSC Reports at Missoula Public Library, MSC new library training at Manhattan K-8 school and at Whitefish Community Library, MSC copy cataloging at Miles City Public Library for librarians from Terry, Ekalaka and Broadus.
- Conducted online training on the new EBSCO databases, HomeworkMT, uploading content into Montana Memory Project, using the OCR tool in the Montana Memory Project, Web 2.0 in MT Libraries, introduction to the services of the MSL Talking Book Library, and the Montana Hunting Companion.
- Planned Fall Workshop training session for September 23-24 in Bozeman. Finalized arrangements for 16 three-hour sessions covering all four library CE categories. Realized a 50% increase in registrations with nearly triple the usual number of school librarians.
- Created a help video for Montana Hunting Companion to assist patrons in using this online resource.
- Conducted demos of new databases for library directors while visiting libraries.
- Consulted with libraries about creating access to new statewide resources (databases) on their websites.
- Assisted Parmly Billings Public Library with an e-reader presentation that discussed the future of books, technology trends, and connected patrons with the library's services.
- Initiated a project for libraries interested in digitizing local newspapers to be added to the Montana Memory Project; issued calls for interest, formed project group, attended train-the-trainer sessions, scheduled trainings, gathered resources.
- Received 12 responses to the Montana Shared Catalog and State Library RFI for a Consortial Library Management Service.
- Manhattan K-8 school library went "live" in the MSC.

- Evaluated and purchased an online help desk software subscription for one year from ShowMyPC for use by the MSC.

Goal Three—Consultation and Leadership - *MSL provides consultation and leadership to enable its patrons and partners to reach their goals.*

- Consulting topics included certification, collection management policies, evaluation, grants, library education, LSTA, preservation, records management, scholarships, SWIM, training and trainers, MSC procedures and guidelines.
- Meetings, conferences and training sessions attended: American Association of State & Local History (AASLH) conference, ILEAD U telephone planning meeting, National Book Festival, State Library Continuing Education Forum, MSC Executive Committee, MSC Partners, MSC Content Management Committee
- Montana Certification Program for Librarians, Staff and Trustees – Seventeen certificates were awarded during this report period. This included certificates to MSL employees Darlene Staffeldt and Melody Condron. Issued eight OPI renewal unit certificates to school librarians.
- Notified libraries with collection management policies expiring this year that updates/revisions need to be sent to MSL by the end of the year for the library to be eligible for the 2011 Collection Management Honor Roll.
- PEEL Library Education Project – Continued to monitor scholarship recipients by collecting quarterly reports concerning employment, mentoring activities, and utilization of library education. At this time there are three scholarship recipients who will continue to make reports until April 2012. At that time they will have met the PEEL requirements.

- SWIM Library Education Project – SWIM received a supplemental award from IMLS for \$125,000 in July. These additional funds are being used for four full (\$14,400) MLIS scholarships to applicants on the Advisory Council’s waiting list and eighteen small awards (\$2,700) to students who applied for SWIM in 2010 and started the UNT program without SWIM funds. These new awards include seven MT students: Megan Glidden (Kalispell) received a full scholarship and began UNT classes in August; Nancy Clark (Billings), Anna Geary (Great Falls) Karolyn Grimm (Bozeman), Reena McCarty (Missoula), Alana Mueller-Brunckhorst (Wilsall), and Barbara Riebe (Billings) have been offered the smaller awards. Members of the original SWIM cohort have now reached the half-way point in their MLIS or School Library Media Endorsement (SLME) programs and recent student reports indicate that all are doing well academically. Eight SLME students will be attending the American Association of School Librarians (AASL) conference in Minneapolis in October using SWIM funds. SWIM students from Idaho, South Dakota and Wyoming will be attending the state library association conferences this fall to meet each other and attend special presentations sponsored by SWIM.
- Three statewide consulting librarians visited 31 libraries, provided approximately 3 trainings, and traveled 7,400 miles.
- Worked with Stacy Bruhn to create access to public library documents and reporting tools that will assist library directors with evaluating their library’s services. Demonstrations of these tools made to directors during library visits. One library director indicated that the Return on Investment Calculator would be utilized when they go for additional mills in the spring while another is using the information from the public library statistics to convince the city to give the library more money.
- Assisted library directors with evaluation, planning, reporting, and compliance with Montana Public Library Standards.
- Provided new library director and new trustee orientation at Whitefish Community Library and Lincoln County Public Libraries .
- Provided new library director orientation at the Garfield County Library in Jordan.
- Met with Stillwater County Library Building Committee to discuss library building trends.

Goal Four—Collaboration - *MSL promotes partnerships and encourages collaboration among its partners and patrons so that their information needs can be met.*

- Connecting to Collections Project – IMLS gave permission for two onsite visits by a preservation professional to be paid with remaining CTC project funds. The sites were selected from the 160 cultural organizations that completed the CTC preservation survey in January 2011. Audra Loyal (Missoula) has completed a detailed survey of storage, exhibit, and collection conditions at the Conrad Mansion in Kalispell and will submit a report describing problems and suggesting solutions in the next few weeks. The second site visit will be to Virginia City in late September to survey the library, archives and museum facility and collections. The final product of the MT CTC project will be a brochure highlighting major preservation issues determined by the statewide survey and recommendations for next steps to address these issues.
- Participated in a series of IMLS “Measuring Success” webinars/group meetings to develop the guidelines/evaluation strategies for the next LSTA five-year plan relating to priority #1: expanding services for learning and access to information and education resources.
- Helped libraries in Denton and Winifred connect with other Montana libraries through OCLC membership services (union catalog, resource sharing).
- Worked with MLA ASLD on conference planning for upcoming ASLD/PLD retreat.
- MSC Phase XIII libraries; Fallon County, Lolo School and Stillwater County migrated test data and are in currently in their testing phase prior to going live in late October.
- Whitefish Community Library joined the MSC Partners sharing group.

Goal Five— Sustainable Success - *MSL is a well-run organization and a sought-after employer; it is efficient and effective (measured against partner and patron outcomes), and successfully engaged in its ongoing mission.*

- Worked with Procurement Office staff to prepare and submit RFP for the IMLS-required evaluation of MT’s five-year LSTA plan, 2008-2013. The selected vendor will develop data collection tools (interviews, focus groups, online surveys, etc.) to evaluate LSTA-funded projects including the Montana Shared Catalog and other statewide projects, training programs, and Talking Book Library. The vendor will collect and analyze data and draft the evaluation report for the MSL Commission to review in February. The evaluation report is due to IMLS on March 30, 2012. The report will be used to help MSL prepare the next five-year LSTA plan for the period 2013-2018.

- Applications for the State Publication Librarian and the Statewide Projects Librarian screened.
- Attended webinars on Ebsco statewide databases, LSTA Measuring Success process, the post-recession library & technology (LJ/Polaris).
- Met with the other two consultants for a two day retreat in Helena. Outcomes of the meeting were to identify ways to best serve librarians, trustees, and Montanans through our consulting efforts; improve our working relationship to be more effective; and build relationships with our MSL coworkers in order to provide Montana libraries with the best possible service.
- Organized and planned future MSC training opportunities in Helena, Billings, Miles City, Columbus, Lolo and online.
- Consulted with BTOP and other MSL divisions on design and content for MSL training portal.
- Consulted with other MSL divisions on how to make the best use of Montana State Library wiki.