

# FINAL

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING  
10:00 A.M., OCTOBER 12, 2011  
TELECONFERENCE CALL**

**ATTENDEES:**

Commissioners: Vice-chairman Richard Quillin, Colet Bartow, Marsha Hinch and Lee Phillips. Don Allen was excused.

Staff: Sara Groves, Sarah McHugh, Kris Schmitz, Jennie Stapp and Marlys Stark.

Visitors: Sandra Barrows.

**Vice-chair Quillin called the meeting to order at 10:04 a.m.**

**MINUTES:**

On page two, the sentence referring to the reduction in force process will have the word personnel changed to person.

**Motion was made by Commissioner Hinch and seconded by Commissioner Phillips to approve the August 10 minutes as amended and the motion passed.**

**STATE LIBRARY'S REPORT:**

The FY2010 statewide projects Library Services and Technology Act (LSTA) budget that was recommended by the Network Advisory Council (NAC) and approved by the Commission in April 2010 included specific funding for "program promotion". In August, 2011, the Montana Shared Catalog (MSC) was identified by the Statewide Library Resources (SLR) Director and staff, to promote in fall, 2011. Ads are currently running.

**Sarah McHugh will get a list of the vendors that responded to the request for information (RFI) for the integrated library systems and send it to the commission.**

The What's Your Story campaign has been focusing on the Ready 2 Read program and Groves will shortly have proofs for new posters, brochures and bookmarks. The program is also being used to support the library with materials.

Montana Library Day was held on September 14 this year. Staff put a lot of time and work into it but participation was down from last year with only 20 percent of academic, 50 percent of institutional, 60 percent of public, 1.8 percent of school and 3.7 percent of special libraries. One item that may help with participation is to make it more clear that libraries can choose any day of that week to report on rather than just that specific day.

The Fall Workshop this year was the first with Jo Flick managing and facilitating it and had the highest registration of years past. This year several breakout sessions were conducted.

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Fall Federation meetings are in progress. Montana State Library (MSL) participation has been mostly to encourage librarians to look at the long range plan and the strategic planning documents and provide their input. Questions brought up at these meetings have mostly been about the courier project.

MSC meetings were held last week using a new format where library type groups would meet to discuss issues and then all would meet in the main group with the results. The EBSCO trainer also presented the EDS sites.

The Ready2Read Rendezvous which was funded by the First Interstate grant had 45 librarians attend. There will be between 65 and 70 libraries with early childhood programs by the end of the year compared to three when the project began. Training was provided by an early childhood specialist on how to present materials to kids. Training was also provided on the trunks, on play and on research backing up the ideas as well as on advocacy. Representatives from OPI, DPPHS, and PBS were all in attendance. There will be an evaluation to track the ongoing benefit of this training.

The memorandum of understanding (MOU) regarding the Base Map Service Center (BMSC) was signed in early September. Meetings have been held with BMSC and Natural Resource Information Systems (NRIS) and a professional human resources facilitator to discuss the actual move and how to organize to work together on common projects and goals. BMSC staff members are officially on the MSL payroll and all concerned are now working on managing resources and analyzing needs to blend the departments. Decisions on the process moving forward should be made by late October and implemented by early November.

Stapp met with state records management to discuss social media. It does not seem that social media will be considered as records although no official decision has been made at this time.

## **FY'12 FIRST QUARTER BUDGET:**

Additional funding and grants will be added to the budget each quarter as it comes in. This report includes the final LSTA FY10, LSTA FY11 and current NRIS grants. The BMSC budget and funding does not show this quarter but will be in next report.

## **TBL TRUST REQUEST:**

Keystone Systems, Inc. is projecting approximately 30 hours of work, or \$4,500 for a Keystone Database Restructure identified as necessary.

## **LONG RANGE PLAN UPDATE:**

The draft was passed out in August and feedback has been sought from advisory groups, libraries, partners and patrons since then. The updated long range plan will be presented in the December meeting.

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## **PUBLIC COMMENT:**

None was received.

## **ACTION ITEMS:**

### 1. FY'12 First Quarter Budget Report

**Motion was made by Commissioner Hinch and seconded by Commissioner Bartow to accept and approve the FY'12 first quarter report as presented and the motion passed.**

### 2. TBL Trust Request

**Motion was made by Commissioner Bartow and seconded by Commissioner Phillips to approve the TBL Trust request and the motion passed.**

## **STATE LIBRARIAN SEARCH UPDATE:**

Jennie Stapp left the meeting before the update was provided. The search committee has agreed to bring in three candidates for an in person interview on November 3<sup>rd</sup> and 4<sup>th</sup>. These will be scheduled around the NAC meeting that occurs during the same time period. Each candidate has been asked to prepare a 20 minute presentation on the role of state libraries in meeting library challenges in the 20<sup>th</sup> century. A meet and greet will be conducted as well as structured interviews both by the search committee and the commission as a whole. Input will be gathered from any interested parties such as staff, librarians and patrons. Each of the three candidates to be interviewed were contacted to clarify that they would accept the position at the range posted.

## **ADJOURNMENT:**

**The chairman adjourned the meeting at 11:00 a.m.**