

DRAFT

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING
10:00 A.M., AUGUST 8, 2012
HELENA, MONTANA**

ATTENDEES:

Commissioners: Chairman Richard Quillin, Colet Bartow, Jim Gransbery, Marsha Hinch, Lee Miller, and Brent Roberts. Anita Scheetz was excused.

Staff: Ken Adams, Donci Bardash, Jennifer Birnel, Christie Briggs, Tracy Cook, Beth Downs, Sarah Elkins, Evan Hammer, Sue Jackson, Jim Kammerer, Sarah McHugh, Kris Schmitz, Marjorie Smith, Neil Snow, Jennie Stapp and Marlys Stark.

Visitors: Dr. Anton Bekkerman, MaryKay Bullard, Joyce Camper, Dr. Gregory Gilpin, Judy Hart and Cheryl Hesar.

Chairman Quillin called the meeting to order at 10:00 a.m.

INTRODUCTIONS AND LONGEVITY AWARDS:

New commission member Jim Gransbery introduced himself and gave a quick summary of his background. Evan Hammer has accepted a new position with the library. The position was the same that Jennie Stapp vacated but the position has been changed slightly to respond to the current situation with the geographic information systems program at the library. Sarah McHugh presented at five year pin to Ken Adams.

MINUTES:

Motion was made by Commissioner Roberts and seconded by Commissioner Hinch to approve the minutes as presented and the motion passed.

ROBERTS RULES OF ORDER TRAINING:

Jane Rhodes from the State Professional Development Center gave an hour long training to the commissioners and interested attendees on Roberts Rules of Order.

STATE LIBRARIAN'S REPORT:

The state publications digitization project is forty five percent complete. With the cut in funding less work was accomplished in FY'12.

The summer institute was held again this year with close to 30 attendees; the workshop received good evaluations. Pat Wagner from the Denver area presented a workshop on developing leadership projects and skills and will conduct a follow up at the Fall Workshop.

Colet Bartow and Jennie were asked to serve on the Montana PBS Learning Media program steering committee which will advise PBS on how to develop a content management system for online educational materials that are tied to core curriculum.

The SirsiDynix contract is very close to being signed. The new user interface, Enterprise, will be deployed but this process will take several months since several other new items have been included that will take training and rollout time.

Cara Orban has been hired as the new Statewide Projects Librarian and will start in September.

Responding to librarian feedback and questions, Montana State Library (MSL) continues to update a FAQ document regarding the Attorney General's opinion that impacts libraries' understanding of the local library budgeting process. Language was submitted as part of the Executive Planning Process to update statute 7-6-4035 (MCA) but it wasn't on the approved list of legislation from the Governor's office.. Staff visited with the Montana Association of Counties (MACO) about the opinion. MACO hasn't received any response from the counties about the opinion because it is seen as business as usual. MACO stated that they would not support any legislation that would remove levy authority from the governing bodies. MSL has the role to make sure libraries understand the importance of interlocal agreements and to keep good working relationships. MLS will proceed cautiously.

The commissioners discussed the history of how this came about since the AG's opinion clarified what has been in existence rather than changing anything. Since the original legislative House bill exempted libraries, the commissioners directed staff to find out what happened to the original legislation to remove that exemption. They agreed the history should be understood before discussing any potential actions, options or desired goals. This item should be on the October agenda.

PROGRAM WORK PLANS:

The work plans are all based on the long range plans. The IT and Marketing/Public Relations work plans have not been submitted yet. State Library priorities are sustaining the efforts of the Broadband Technology Opportunity Program (BTOP), legislation, working with national groups, legislation, new administration and marketing our information resources and services to them.

FY'12 CLOSING BUDGET:

There was a significant amount of vacancy savings this year within personal services. Fixed costs were cut for FY'12. Other unexpended funds carry over to FY'13.

Motion was made by Commissioner Hinch and seconded by Commissioner Miller to accept the FY'12 closing budget as presented and the motion passed.

Recess for lunch at 12:00 p.m. and reconvene at 12:50 p.m.

FY'13 OPENING BUDGET:

The opening budget includes funding from House Bill 2 (HB2) only. Other funding will be added during the quarter and will be in the end of quarter report.

Motion was made by Commissioner Bartow and seconded by Commissioner Hinch to accept the FY'13 opening budget as presented and the motion passed.

EXECUTIVE PLANNING PROCESS STATUS:

Fixed costs have been approved. No other updates are available at this time.

TALKING BOOK LIBRARY (TBL) COLLECTION DEVELOPMENT POLICY:

No changes were requested. The policy will be presented to the commission for approval in October.

TALKING BOOK LIBRARY CIRCULATION POLICY:

This item was presented during the June meeting this should be called the loan policy rather than the circulation policy so those changes have been made within the document.

Motion was made by Commissioner Bartow and seconded by Commissioner Roberts to approve the TBL loan policy as presented and the motion passed.

VOLUNTEER RECOGNITION EVENT TRUST FUND REQUEST:

This annual event for around 100 volunteers which represent about 6 FTE generally uses around \$2,500 and other donations. This expenditure is requested to be come out of the TBL Trust Fund.

Motion was made by Commissioner Roberts and seconded by Commissioner Bartow to approve the request of \$2,500 from the trust fund for this event and the motion passed.

RESOLUTIONS OF APPRECIATION:

Bonnie Williamson and Renée Goss, both long time library directors who have been very active in the library community are retiring. Staff drafted and presented for approval resolutions of appreciation for both.

Motion was made by Commissioner Hinch and seconded by Commissioner Miller to approve the resolutions for Bonnie and Renée as presented and the motion passed.

UNDERSTANDING COST-EFFECTIVE STRATEGIES FOR INCREASING INTERNET ACCESS IN MONTANA PUBLIC LIBRARIES, A STUDY AUTHORED BY DR. GREGORY GILPIN AND DR. ANTON BEKKERMAN AND FUNDED BY THE BROADBAND TECHNOLOGY OPPORTUNITY PROGRAM:

BTOP contracted for a study to be done on the best way to sustain the process made by BTOP on internet access throughout public libraries in Montana. The actual report is over 200 pages so Drs. Gilpin and Bekkerman gave a summary presentation on the findings.

There is no standard IT hardware or software throughout public libraries in Montana. IT personnel are expensive so often there is nobody at a library that is hired just to work with the computers and software. If all the equipment was the same, librarians could help each other solve issues. They could also purchase through the group contract that the state uses for computer equipment and perhaps negotiate better prices for other items. If they are close enough, they could perhaps share the services of IT personnel.

There was not enough time to discuss all the findings and suggestions but standardization and centralization and resource sharing are main suggestions.

ROSEBUD COUNTY LIBRARY FEDERATION REQUEST:

Representatives of the requesting libraries were available to answer questions. As discussed previously. Rosebud and Treasure Counties would like to change their federation affiliations from Sagebrush to South Central.

Motion was made by Commissioner Bartow and seconded by Commissioner Roberts to approve the request for a change of affiliation of Rosebud County and Treasure County's library federation as presented and the motion passed.

COMMISSION GOALS AND OBJECTIVES:

The commission work plan is the same as presented in June.

Motion was made by Commissioner Bartow and seconded by Commissioner Roberts to approve the commission work plan as presented and the motion passed.

PUBLIC COMMENT:

There was no public comment received.

DRAFT

ADJOURNMENT:

The chairman adjourned the meeting at 2:58 p.m.

DRAFT