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Federation Annual Report

For FY 2012

(July 2011 Through June 2012)

Federation: Golden Plains
Coordinator's Library: Phillips County Library

Coordinator: Janeen Brookie

Signature: _____ Date: _____

Chairperson, Board of Trustees,
Coordinator's Library: Caroline Caves

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.

AWARD/EXPENSE SUMMARY

Total CST Award: \$18,005.00

Total CST Expended: \$18,005.00

EXPENDITURES BY PROGRAM

Program #: Name		Total Expended by Program
Program 1:	Continuing Education	\$6,969.25
Program 2:	Technology	\$6,672.99
Program 3:	Resource Sharing and Reference	\$1,694.52
Program 4:	Community Outreach	\$467.11
Program 5:	Administrative Services	\$2,201.13
Total		\$18,005.00

EXPENDITURES BY LIBRARY

Library	Status	Total Awarded	Award Expenses	Local Expenses

Daniels County Library	Active	\$3,011.00	\$3,011.00	\$0.00
Fort Peck Tribal Library	Active	\$750.00	\$750.00	\$590.00
Glasgow City-County Library	Active	\$3,011.00	\$3,011.00	\$0.00
Phillips County Library	Active	\$5,211.00	\$5,211.00	\$0.00
Roosevelt County Library	Active	\$3,011.00	\$3,011.00	\$2,803.00
Sheridan County Library	Active	\$3,011.00	\$3,011.00	\$0.00
Total		\$18,005.00	\$18,005.00	\$3,393.00

BENEFIT/OUTCOME SUMMARY BY PROGRAM

Program 1: Continuing Education

Narrative

This program supports goal two. Federation librarians are committed to providing quality service and librarianship to their patrons. Toward this end, travel expenses and continuing education workshop expenses are paid by the GPLF

Activities such as the following will be funded to some level up to and included fully as money allows:

- (1) A minimum of two Federation meetings at Wolf Point Public Library, or other agreed upon location – mileage and/or expenses reimbursed to librarians, library director and/or Trustee in attendance as part of their grant.
- (2) Attendance at Montana Library Association meetings and/or other established state, regional or national library learning event – monies distributed to libraries as part of their grant.
- (3) School and special libraries within the Federation are encouraged to join and participate in the Federation. Although direct funding is not available to assist school libraries, they may apply for travel and registration assistance for relevant conferences and other training possibilities through the Federation Coordinator. An amount of \$500 is set aside for school librarians (refer to Program 5 - Administrative Services). The Federation voting members have voted to fund the academic library in our Federation a travel amount of \$750.

Benefit/Outcome

I networked with other librarians, learned about rural web services from Missoula Public Library; presented a program with two other librarians about a Montana Memory project. Keeping informed and updated with Montana Shared Catalog to benefit patrons and staff. The staff member was able to learn more about librarianship and has increased in confidence in her daily tasks.

The Director learned, among other things to digitize valuable local resources, how to provide local information digitally, how to keep the library's policies and internet use legal, and keep up with technology in general.

Help staff with setting up reports used in daily work.

Learned more about the Montana Shared Catalog. Attended training.

Networked with other library people, education and training for Library Administration, hands on book selection.

Trustee education, meetings with other trustees from other parts of the state, learning

about Friends groups. Trustee education, networking with other Trustees.

Voted to continue with SirsiDynix for the Montana Shared Catalog, training for MSC. Discussion on ebooks and the limited amount of books that are available.

Networking with library staff from other libraries, learning, listening to and meeting authors, pre conference workshops on Montana Shared Catalog for training.

Learned new techniques to help me in my job performance and also earned certification credits.

Allowed me to attend the conference and participate in new learning opportunities.

Help defray costs of Continuing Education and training to start a new program.

Program 2: Technology

Narrative

Golden Plains Library Federation patrons require direct access to information via Internet access and other database services. Because these informational formats remain priority needs of GPLF library patrons, this program budget will be used to purchase replacement or new hardware, software and related technical services offered to library patrons.

Example of activities that might be funded in this program are:

- (1) purchase new computer
- (2) purchase new software to run computer or a program on computer
- (3) fund OCLC subscription
- (4) purchase databases
- (5) fund participation in Montana Shared Catalog
- (6) purchase a new fax machine

Benefit/Outcome

Library patrons are able to checkout books outside of the library. They are able to access library services all day every day, even when the library is closed.

Benefits the staff and the patrons we serve to have a legible spine label enabling us to search for materials needed.

To monitor public computers for ALL of our patrons. Also this helps to comply with the MT annotated code Section 45-8-201.

Gave our patrons the opportunity to obtain downloadable e-books and audio books which they have been asking for. At a reduced cost because of the statewide subscription. Will train patrons on how to operate e-reader devices.

Users benefit from being able to use faster, more reliable computers. Staff receiving new computers benefit from being able to perform the many essential jobs that require having a reliable, fast, computer. Help keep all of our computers in operation with fewer problems.

Helped to keep one of our public access computers operational. Surge protection and battery backup for patron access computer.

Patrons have access to a color printer.

Program 3: Resource Sharing and Reference

Narrative

Patrons of the GPLF libraries expect and request Interlibrary loan services. GPLF will pay accumulative return postage expenses for ILL materials. The GPLF uses this program's funding for return postage of ILL materials retrieved from all libraries.

Activities and/or products that can be purchased via this program include such things as:

- (1) Return postage costs for returning interlibrary loans materials
- (2) Postage stamps
- (3) Cost of ILLiad interlibrary loan software
- (4) Purchase cloth mailing bags for ILL.

Benefit/Outcome

Through resource sharing our patrons can obtain materials they want and need that are not available at our own library. Helps keep our patrons happy.

Data processing of MARC records and ILL.

Join group purchase of Heritage Quest for local patrons.

Program 4: Community Outreach

Narrative

The GPLF uses this funding to market libraries and reach out to the community. This program supports statewide library marketing efforts to increase awareness of libraries and their value and to increase usage of libraries.

Activities funded in this program could include:

- (1) Costs associated with adult education classes
- (2) Traveling trunks
- (3) Bookmarks, other library publications
- (4) Summer Reading Program or other program materials and promotional items.

Benefit/Outcome

Patrons are able to choose between two different bookmark designs and can take reminders of the library's services with them.

Patrons make lists of books they want to read from this book review. Also included audio book reviews.

Allows our patrons to obtain genealogy information.

Program 5: Administrative Services

Narrative

\$400.00 Stipend (payable to GPLF Federation Coordinator for bookkeeping and MSL reports)

\$ 75.00 Supplies (Philips County Library) DECLINED THIS YEAR BY PCL

\$ 25.00 Communications (Philips County Library) DECLINED THIS YEAR BY PCL

\$1300.00 Mileage (Attendance at a minimum of two Montana State Library Coordinator/Commission meetings by GPLF Federation Coordinator)

\$500.00 Continuing Education (School and special libraries within the Federation are encouraged to join and participate in the Federation.

Although direct funding is not available to assist school libraries, they may apply for travel and registration assistance for relevant conferences and other training possibilities through the Federation Coordinator. An amount of \$500 is set aside at Phillips County Library for school librarians.)

Benefit/Outcome

Help with costs of a statewide program with funds not used by federation coordinator.

Defray costs associated with presentations to Library Commission.

Helps local school librarians attend MLA Conference.

Stipend for being Federation Coordinator.