

Federation Annual Report FY 2015 July 2014 Through June 2015

SIGNATURES

Federation	Broad Valleys		
Coordinator's Library	Lewis and Clark Library		
Coordinator	Judy Hart		
	Signature _____	Date _____	
Chairperson - Board of Trustees	Robert Bayuk		
	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: \$36,847.94
Total CST Expended: \$36,847.94

EXPENDITURES BY PROGRAM

Program 1 - Continuing Education/Annual Meeting	\$4,967.94
Program 2 - Continuing Education Grants	\$8,857.54
Program 3 - Technology and Resource Sharing	\$22,222.46
Program 4 - Administrative Services	\$800.00
	Total: \$36,847.94

EXPENDITURES BY LIBRARY

Library	Status	Total Award	Award Expenses	Local Expenses
Belgrade Community Library	Active	\$1,480.00	\$1,480.00	\$0.00
Boulder Community Library	Active	\$1,480.00	\$1,480.00	\$1,290.91
Bozeman Public Library	Active	\$1,480.00	\$1,480.00	\$3,813.00
Broadwater School and Community Library	Active	\$1,480.00	\$1,480.00	\$447.34
Butte-Silver Bow Public Library	Active	\$1,480.00	\$1,480.00	\$441.00
Dillon Public Library	Active	\$1,480.00	\$1,480.00	\$3,016.56
Drummond School & Community Library	Active	\$1,480.00	\$1,480.00	\$320.15
Hearst Free Library	Active	\$1,480.00	\$1,480.00	\$312.38
Lewis and Clark Library	Active	\$7,247.94	\$7,247.94	\$7,199.49
Livingston-Park County Public Library	Active	\$1,480.00	\$1,480.00	\$884.64
Madison Valley Public Library	Active	\$1,480.00	\$1,480.00	\$1,460.38
Manhattan Community School Library	Active	\$1,480.00	\$1,480.00	\$561.97
Meagher County/City Library	Active	\$1,480.00	\$1,480.00	\$1,515.99
North Jefferson County Library District Clancy Library	Active	\$1,480.00	\$1,480.00	\$0.00
Philipsburg Public Library	Active	\$1,480.00	\$1,480.00	\$14.71
Sheridan Public Library	Active	\$1,480.00	\$1,480.00	\$461.63
Thompson-Hickman County Library	Active	\$1,480.00	\$1,480.00	\$1,720.00
Three Forks Community Library	Active	\$1,480.00	\$1,480.00	\$594.46
Twin Bridges Public Library	Active	\$1,480.00	\$1,480.00	\$315.09
West Yellowstone Public Library	Active	\$1,480.00	\$1,480.00	\$401.13
William K. Kohrs Memorial Library	Active	\$1,480.00	\$1,480.00	\$61.00
	Totals:	\$36,847.94	\$36,847.94	\$24,831.83

PUBLIC VALUE SUMMARY BY PROGRAM

Program 1 - Continuing Education/Annual Meeting

Narrative

This program supports Goals #1 and #2 of the Broad Valleys Federation

Annual Meeting – Members voted to continue meeting once a year for a two-day meeting, location of which is within the boundaries of the Federation. Retreat will include a minimum of two continuing education workshops. Goal: to increase library trustee attendance by 10%.

The Lewis & Clark Library will coordinate and pay for the costs of lodging, meals and continuing education presentations. As costs have risen and there is higher attendance at the retreat, the Federation approved an increase to cover retreat costs. The Lewis & Clark Library will receive up to \$4,995.50 to pay for this service.

Unexpended funds from any program may be redirected. Remaining funds may be used to secure additional continuing education /professional development opportunities, online databases, MontanaLibrary2Go, book discussion kits, or technology that benefits the Federation.

Public Value

Lewis and Clark Library - This program supports Goals #1 and #2 of the Broad Valleys Federation Annual Meeting – Members voted to continue meeting once a year for a two-day meeting, location of which is within the boundaries of the Federation. Retreat will include a minimum of two continuing education workshops. Goal: to increase library trustee attendance by 10%.

The Lewis & Clark Library will coordinate and pay for the costs of lodging, meals and continuing education presentations. As costs have risen and there is higher attendance at the retreat, the Federation approved an increase to cover retreat costs. The Lewis & Clark Library will receive up to \$4,995.50 to pay for this service.

Lewis & Clark Library Trustees and Director attended the Succession Planning session offered at the retreat. This was important and beneficial as the Library Director will be retiring within the year. Tips to make certain such things as policies, trustee handbook, board meeting schedules, budget processes are in place prior to Director's departure were helpful.

Unexpended funds from any program may be redirected. Remaining funds may be used to secure additional continuing education /professional development opportunities, online databases, MontanaLibrary2Go, book discussion kits, or technology that benefits the Federation.

Member libraries will specify how this training helped the library better serve its patrons. Federation members may be asked to share their expertise at various federation meetings and will share their knowledge with other librarians and trustees at their home library. Brief written reports will be provided for the annual report of the Plan of Service document. Associated Broad Valleys Federation Goals

1 - The Broad Valleys Library Federation will share the information, knowledge and resources available to the Federation and encourage networking and consensus building. Broad Valleys Library Federation will increase attendance at its annual retreat by 10%.

2 - The Broad Valleys Library Federation will distribute state monies widely in order to strengthen the Federation structure, encourage continuing education for librarians and trustees, and provide excellent library services to Montana citizens.

Lewis and Clark Library - MontanaLibrary2Go fees have increased and the membership voted to apply

unexpended funds to this very popular and important service to our Montana patrons.

Program 2 - Continuing Education Grants

Narrative

This program supports Goals #1 and #2 of the Broad Valleys Federation. Each library will receive a direct grant of \$470.00 to be used to provide continuing education to librarians and trustees, at the discretion of each individual library.

Unexpended funds from any program may be redirected. Remaining funds may be used to secure additional continuing education /professional development opportunities, online databases, MontanaLibrary2Go, book discussion kits, or technology that benefits the Federation.

Public Value

Boulder Community Library - We are taught how to improve library programs, how to manage ourselves and employees, how and why libraries are using therapy dogs, become better collection managers and many other classes. We can take these ideas and implement them in our communities.

Boulder Community Library - We were able to attend the entire conference with money from the Federation. If we did not receive these funds, we would have only been able to participate in a few classes. Our patrons benefit greatly from the knowledge we gain by attending continuing education. Technology is constantly changing and our patrons expect us to be knowledgeable enough to help them. The librarians are able to network with one another and help each other problem solve different issues at our libraries. Many of us are so far apart, we probably would not have the opportunity to problem solve and come up with creative programming ideas if it were not for these funds. Our library has a very limited continuing education budget, so this increases our opportunities to become better educated.

William K. Kohrs Memorial Library - Continuing education for the library director to run a better library.

William K. Kohrs Memorial Library - Continuing education and federation business meeting.

North Jefferson County Library District Clancy Library - This is the only continuing education that I have been able to get my trustees to attend. It is free. A drive to Butte on Friday and/or Saturday is doable for them. March seems to be a good time. They look forward to meeting other trustees at the meeting.

This year's Federation meeting was EXCELLENT. My favorite class was given by Matt Beckstrom about internet safety/security. He has a remarkable depth of knowledge/insight as well as a real ability to translate it to the real library world. I learned a great deal that I've used at least once a week in making decisions for our library or in helping patrons.

My library board chairman's favorite was the legacy-transition preparedness class. It really inspired her and motivated her to make good changes in her position. She has gathered a lot of good information and come up with a way to have many copies/much access. She has led the charge to have all of the various library parts get together and get to know one another so that the Friends of the Library, library board, staff, and volunteers all have met and know one another. I was really impressed with all she's done based on what she's learned from the class.

Meagher County/City Library - Along with the benefits of networking to obtain additional resources for our library, and learning more about services and programs for our library, I received a free set of Legos as a prize. These Legos have been an immense addition to our library! We have Lego displays that get played with, or at least commented on, by nearly every person that enters the library. We have started a Lego Club that meets once per week to create the displays and patrons have the ability to modify creations or make new ones all throughout the week.

Philipsburg Public Library - Gena Berry was the interim librarian from October until May. This training helped her understand her responsibilities.

West Yellowstone Public Library - Flexibility in scheduling and task assignments

Broadwater School and Community Library - This is an important educational and library community bonding experience. The library wouldn't allow the public librarians to go if this money wasn't made available. Some of the workshops included: grant writing, digital story time, Summer Reading Program, as well as national news and trends that impact libraries. This allows the librarians to energize their dedication to the library and provide better library services to the public.

Manhattan Community School Library - The MSL Fall conference is an important series of classes/meetings for employees of libraries all over the state. This also coincides with the Montana Shared Catalog Meeting for all of us libraries that are a part of the State Library's computer system. The Mt State Library graciously hosts these conferences with no registration cost to the libraries.

Manhattan Community School Library - The yearly MLA conference is a wonderful 3-day event each spring that provides dozens of class/meeting choices for varied and specific topics. The topics we attended this year related to early literacy, STEM programs for children, program alternatives for patrons of all ages, and many more.

Manhattan Community School Library - The Montana Shared Catalog Spring meeting consists of 2 days of training sessions and meetings for the library members of this group. As a consortium, we must collectively be proficient in the program, decide policies, and approve budgets. This helps the Shared Catalog run in the most efficient way possible.

Hearst Free Library - Mitchell Grady attended training sessions relating to the operation of the library

Philipsburg Public Library - Library director training. Unfortunately, she has since left and I do not know the specifics of this training.

Bozeman Public Library - The MLA Annual Conference is a 3-day event that offers dozens of professional workshops to Library staff. Our staff came back to work with new ideas about children's programming, adult programming, teaching computer classes updated technology and collection development.

Meagher County/City Library - Workshops attended-
IT for All! Bringing Microsoft IT Academy to the Masses,
Old Homes Tell Great Stories: Century Homes Calgary and Calgary Public Library's Community Heritage and Family History Collection,
Integrated I-Pods,
Under the Crust: Raspberry Pi
These workshops introduced our library to new program ideas and approaches as well as providing optimal networking experience for the brand new director.

Meagher County/City Library - Workshop classes attended-
Mothergoose Cares About Science and Math,
On the Ground with Story Makers,
Exploring New Math and Science Materials
These workshops provided an in-depth look at how children are learning and what ways the library can encourage and support not only the children but the families as well.

Meagher County/City Library - Workshop classes attended-
E-Line Game Design,
Faster Smaller Connected Web 3.0,
Working Better and Smarter With Mobile Devices,
What's Up With Windows Anyway?,
Content Creation and Exploration,
Teaching Yourself: Tutorials Online
These workshop classes taught about online aspect of programming, especially for kids. It also reviewed many tutorials and technologies that are extremely helpful for libraries as well as patrons everywhere.

Meagher County/City Library - Workshop classes attended-
E-Rate,
Broad Valleys

Internet Safety,
GoTo Meeting Training,
Library Policies

These classes provided much needed information, especially in regards to library policies and policy making procedures.

Meagher County/City Library - Workshops attended-

MT Shared Catalog,
Summer Reading,
Play and Explore,
The Enduring Book,
Service Animals,
Digital Storytimes,
Choosing Children's Books,
Children's Services,
MT Book Award,
Library Continuing Education

The amount of networking and information building alone make this conference well worth the cost of attending. All of the information and program building are amazing helpers for all libraries. The amazing set of Lego blocks our library won have been a huge asset to our small library!

Butte-Silver Bow Public Library - Seven Library staff were able to attend Montana Library Association's annual conference in Bozeman, thanks to Federation support.

Livingston-Park County Public Library - One staff member who attended was very new to her job. It is important to express support for a new employee by giving them such educational and networking opportunities. She returned invigorated and excited about her job, which has an inestimable effect on the patrons she serves.

The other staffer attended sessions on programming, which gave her ideas she used to great success in her Teen Summer Reading Programs.

Three Forks Community Library - I had the opportunity to learn some very valuable information to help move the library forward.

Three Forks Community Library - The library's assistant librarian was able to attend two workshops to further her education on book repair and preparing books to have a longer shelf life.

Three Forks Community Library - The Trustee training was invaluable to the two trustees who attended the educational workshop and brought information home to share with the rest of the Library Board. The Trustees training is vital to educate trustees at smaller libraries.

Belgrade Community Library - Hats off to the Belgrade Community Library Board of Directors for allowing us to close the library for a day in order to attend the conference. Other days rotated staff through the conference while two staff stayed behind to keep the library open. This environment created new ideas and networks, taught new skills and fostered a team environment among staff. What a great opportunity!

Drummond School & Community Library - This opportunity allows the trustee/chairman to attend various sessions at the conference and to network with trustees from other libraries.

Drummond School & Community Library - The director benefits by attending the MLA conference to attend sessions and to network with other librarians. Many of the ideas, practices, and new trends are brought back to our home library and our patrons benefit from a vibrant library. Expenses are shared with the school district.

Drummond School & Community Library - The chairman has the opportunity to attend sessions and network with other librarians and share new ideas with the board upon her return. Our library benefits from her leadership.

Lewis and Clark Library - Lewis & Clark Library staff were able to take advantage of the diverse continuing education opportunities offered through the MLA Conference. Staff attending included one trustee, the
Broad Valleys

director, administrative/management staff, programming staff and branch library staff. Staff concentrated on areas that apply to their work.

Whether it was Play and Exploration, about toys and interactives for children, conversation with the State Library Commission and discussion of recent Aspen Institute report about re-envisioning public libraries, how to harness the power of open resources, linking performance to strategic goals or choosing children's books, there were useful sessions for everyone.

Library staff followed up by engaging in discussions of better linking performance to our strategic goals, instituting fun programming for the Summer Reading Program, or offering passive programming activities for users of all ages (origami books and paper and people welcome to sit and create).

Dillon Public Library - Travel for continuing education has becoming difficult because of diminishing funds over the past several years for Dillon Public Library The only traveling for continuing education that the director did during the FY14/15 was to the shared catalog meetings. It is unlikely that she would have been able to stay over to attend the workshops were it not for the Broad Valley continuing education grant. Networking and continuing education are critical to keep the director abreast of directions and developments in the library community, and necessary to maintain our library's state certification.

Madison Valley Public Library - We were able to attend MLA conference as an entire staff of three. We came back invigorated and excited to implement what we learned at MLA from programming to management tips. We were able to bring to MVPL, three times the experience.

Sheridan Public Library - Allows Continuing Education, meeting with useful vendors, attended MLA and other conferences.

Program 3 - Technology and Resource Sharing

Narrative

This program supports Goals # 2 and #3 of the Broad Valleys Federation. Each library will receive a direct grant of \$1,010. Monies will be used for technology related expenses. Emphasis will be on technology that strengthens federation-wide access. Additional emphasis will be on federation wide resource sharing and document delivery. Monies received in this category will be expended for such things as hardware, software, OCLC expenditures, statewide database expenditures, virtual reference, and shared catalog expenses.

Each member library may designate some or all of their technology funds for Federation wide purchase of Heritage Quest.

Unexpended funds from any program may be redirected. Remaining funds may be used to secure additional continuing education /professional development opportunities, online databases, MontanaLibrary2Go, book discussion kits, or technology that benefits the Federation.

Public Value

Twin Bridges Public Library - The shared catalog benefits our patrons by having access to the catalog of 150 plus libraries across the state. This is especially beneficial when searching for items in our partner group since those items incur no cost to the patron. Also, the support from the state library in the use of the catalog, the tech support and the training on how to use the catalog is very valuable helping to better serve our patrons.

Boulder Community Library - It is cheaper to use the courier to move books from library to library. This allows our patrons access to more books from other libraries.

Boulder Community Library - Having reliable resources online for students is imperative to our community. Patrons do not have to wait until the library opens to receive the information they need. They can log on from their homes or another place with Wi-Fi and get the information they need, day or night. Parents love this option we have given them. Many times kids forget to tell their parents about necessary assignments until the "night before" assignments are due. This is also a great sight for kids to play educational games, they even check-out Ebooks from our sight!

West Yellowstone Public Library - Allows West Yellowstone library users to access and share library resources from across the state.

Manhattan Community School Library - This fee is for yearly renewal of the downloadable e-books and audiobooks provided to our patrons free of charge. Any patron may access the thousands of book titles at their leisure to enjoy on any mobile device. In our current culture and the nature of many of our patrons living in rural areas, this provides the invaluable service to provide our patrons.

Manhattan Community School Library - This automation system provides our library with the software to provide the most technologically-advanced system our state has to offer for a reasonable fee. This system connects our library seamlessly with the other libraries in our county, as well as many in our state. The system provides an online card catalog for our patrons to access from home and manage their account.

Hearst Free Library - Patrons benefit by having access to materials throughout OCLC's online ILL system.

Philipsburg Public Library - A connection to a global network of libraries for learning and collaboration. Access to WorldCat—the most comprehensive global network of data about library collections and services —2 billion holdings and growing

Philipsburg Public Library - This allows us to electronically manage our collection. We can also access information from all other libraries in Montana.

Philipsburg Public Library - This allows patrons to check out electronic resources via any type of device.

Butte-Silver Bow Public Library - Access to WorldCat/WorldShare allows us to borrow materials from other libraries when purchasing them isn't cost effective. We also access records for our new purchases rather than have staff create records from scratch. This improves processing efficiency and gets materials to our patrons faster.

Livingston-Park County Public Library - Our OCLC membership gives our patrons access to millions of items across the country.

Three Forks Community Library - By being a member of the shared catalog, the library's patrons have the advantage of being able to find and borrow books from all over the state.

Bozeman Public Library - We installed the Envisionware time/print management system in the fall of 2014 and needed to install new printers that would accommodate the system so that our Library patrons could print better copies and also print in color, instead of just black and white. Patron feedback was extremely positive.

Twin Bridges Public Library - More patrons are checking out books via e-reader and the MTLib2Go service allows the library to provide this service.

Broadwater School and Community Library - We provide extremely high speed internet for 12 library computers as well as free public access. Patrons can even use wireless from the parking lot. We have the only free/reliable high speed wireless hot spot in town.

Madison Valley Public Library - Helping with this expense benefits our patrons by giving them access to materials that we do not have the means to provide.

Drummond School & Community Library - Web service hosting on the Drummond Library's website - allowing our library to reach patrons in our district and within our Partner Sharing Groups.

Lewis and Clark Library - OCLC is essential to managing and sharing of Lewis & Clark Library's resources.

Dillon Public Library - With very little money for new technological resources and with the critical grant from Broad Valley Federation, Dillon Public Library was able to piece together enough money to purchase access for our patrons to two new and exciting online resources: Universal Class and Zinio. DPL needs these funds for such resources because without them we would remain primarily a "book" library without some of the exciting technological offerings that are now available.

Dillon Public Library - The integrated library system provided by the Montana Shared Catalog is critical to our functioning. The cost of belonging to the shared catalog has increased every year in the face of diminishing local funds. The catalog we use is the backbone of the services DPL provides for Beaverhead County. By ourselves we could never afford a library system as sophisticated, nor one that came with such top rate technical support if it weren't for belonging to the Montana Shared Catalog. As long as our local funds continue to diminish, it is likely we will use a portion of our Broad Valleys Technology and Resource Sharing grant to defray the cost of belonging to the Montana Shared Catalog.

Thompson-Hickman County Library - The Federation award helped fund purchase of an AWE Early Literacy Station. The Thompson-Hickman Madison County Library (follow the link to our Facebook page for more information on the expansion) has just undergone an expansion project, which included a new children's area.

The award from the Federation helped to infuse new purpose and interest in the library. Parents and their children are enjoying the new computer, which is very child-friendly. Thank you!

Thompson-Hickman Madison County Library Addition, Finished May 1, 2015:
<http://tinyurl.com/lt8dels>

Sheridan Public Library - Unfortunately we replaced our newest PACs with two slightly newer. More maintenance of status quo than benefit. The old XP machines that need replacing rode out the storm just fine, even with lesser protection (no UPS, just suppression).

Belgrade Community Library - Through this vital online resource, we are able to catalog, do research, and tap into library related information which allows us to carry out our day to day research or cataloging duties. OCLC is our most vital library resource. The remainder of the annual fee was paid for out of the library budget.

Drummond School & Community Library - Currently, our library uses a desktop computer on a cart with a nest of wires and accessories such as speakers, scanner, microphone, and webcam. The laptop will free up space and streamline the process for programs. Guests who present programs have had trouble at times with the system and I think patrons will benefit from better programs and opportunities to project classes and meetings on to the screen from the laptop. I also think our library will benefit during inventory. The director will benefit by having the opportunity to use the laptop during meetings and conferences.

Drummond School & Community Library - This will benefit the director, assistant, and volunteers with conducting inventory as well as circulation within the stacks rather than being restricted to using a desktop and a long extension cord or working directly from the circulation desk. I am hoping it will streamline the process as well as make the librarians more approachable to patrons.

Drummond School & Community Library - The scanner that was purchased when we joined the MSC and automated our catalog was not USB capable and was not working well with the updated computer. The benefit is a more reliable system for circulation.

Drummond School & Community Library - Patrons and staff benefit by being able to print and share documents from external thumbdrives and wireless capability.

William K. Kohrs Memorial Library - Heritage Quest allows our patrons to research their genealogy.

William K. Kohrs Memorial Library - OCLC Group Services enables us to greatly increase what we can offer our patrons through interlibrary loans.

North Jefferson County Library District Clancy Library - Our library uses the most of the award to subscribe to the ever more popular MyMontanaLibrary2Go. Our patrons really love this service overall, but something that makes this service very different is that we attract patrons that would never be patrons. People that do not use libraries will come in and get a library card specifically to access MyMontanaLibrary2Go. We hear from them once a year when their card expires and needs to be renewed in order for them to continue accessing MML2Go. It fills a need for our service area that the regular library does not which is exciting.

We use the left over monies (about \$100) to support our subscription to Heritage Quest. This is also a popular service with a segment of our patrons. It is also our only major source for genealogy and definitely allows our staff (of which none are experts) to provide help in this area without extensive training.

Thank you!!!

Meagher County/City Library - The ease of use for libraries participating in the automated library catalog system allows for more patron service. The additional time provided also allows for more work to be completed with less effort. This then creates more availability for patron programs and other library activities.

Sheridan Public Library - Expanded Library's Wifi signal to cover the full block on which the library sits, and an extra half-block into the Town proper.

Sheridan Public Library - Protect equipment from poor local infrastructure.

Program 4 - Administrative Services

Narrative

Broad Valleys Federation of Libraries will provide to the Lewis & Clark Library a stipend of \$800, which will be used to defray the costs of coordination of the Federation activities.

Public Value

Lewis and Clark Library - Funds were applied due to increasing costs for this downloadable E-Audio / E-Book service, which is hugely popular and experiences ever growing demand.