Federation Annual Report
FY 2017
July 2016 Through June 2017

SIGNATURES

Federation   Pathfinder

Coordinator's Library   Chouteau County Library

Coordinator   Debbie Wellman

Signature _____ Date _____

Chairperson - Board of Trustees   Ron Young

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: $27,269.56
Total CST Expended: $27,269.56

EXPENDITURES BY PROGRAM

Program 1 - Resource Sharing	$10,084.73
Program 2 - Continuing Education	$7,215.25
Program 3 - Communication/ Pathfinder Meetings and Workshops	$2,898.84
Program 4 - Technology	$5,570.74
Program 5 - Administrative Services	$1,500.00
Total:	$27,269.56

EXPENDITURES BY LIBRARY

Library	Status	Total Award	Award Expenses	Local Expenses
Belt Public Library	Active	$1,710.26	$1,710.26	$9.11
Blaine County Library	Active	$1,710.30	$1,710.30	$1,128.77
Choteau/Teton Public Library	Active	$1,710.30	$1,710.30	$1,308.45
Chouteau County Library	Active	$3,310.66	$3,310.66	$1,918.52
Conrad Public Library	Active	$1,710.30	$1,710.30	$2,999.61
Dutton/Teton Public Library	Active	$1,710.30	$1,710.30	$31.64
Fairfield/Teton Public Library	Active	$1,710.12	$1,710.12	$961.56
Glacier County Library	Active	$1,710.30	$1,710.30	$173.90
Great Falls Public Library	Active	$1,710.30	$1,710.30	$8,432.60
Harlem Public Library	Active	$1,710.30	$1,710.30	$189.26
Havre-Hill County Library	Active	$1,710.30	$1,710.30	$0.00
Liberty County Library	Active	$1,710.30	$1,710.30	$1,107.51
Toole County Library	Active	$1,710.30	$1,710.30	$747.06
Valier Public Library	Active	$1,710.30	$1,710.30	$0.00
Wedsworth Memorial Library	Active	$1,725.22	$1,725.22	$0.00
Totals:		$27,269.56	$27,269.56	$19,007.99

PUBLIC VALUE SUMMARY BY PROGRAM

Program 1 - Resource Sharing

Narrative

Member libraries will be reimbursed to pay for OCLC service through the Montana contract with OCLC. Members can also use funds to support other resource sharing functions and/or projects.

Program activities:

1) Fund OCLC subscription
2) Purchase databases
3) Fund participation in Montana Shared Catalog and/or other statewide projects

Public Value

Choteau/Teton Public Library - Allows us to continue providing up-to-date information on materials for our patrons. Permits our patrons to request and receive Interlibrary Loans via WorldCat ILL.

Wedsworth Memorial Library - OCLC services are essential for a library's operation. Without out these services it would be almost impossible for a library to operate. Helping a library with the cost of OCLC enables the library to provide other essential services to their patrons.

Valier Public Library - Fast and easy access to the library catalog for patrons. Accurate record holdings.

Blaine County Library - Cataloging and resource sharing with other libraries.

Harlem Public Library - Our contract with OCLC allows the library to lend and borrow materials through interlibrary loan. Because we are a small library it is impossible to purchase all materials needed by our patrons. So through interlibrary loans we are able to obtain the requested titles. We are also able to loan materials to other libraries that request them. This is also useful to see materials first hand and then purchase them if we feel the items would fit in our collection. OCLC also assists with cataloging.

Dutton/Teton Public Library - The ability to borrow and lend materials helps libraries and patrons alike. The cost of postage can be inhibitive and the assistance from Federation dollars in making it possible for libraries to provide this service is a great option.

Fairfield/Teton Public Library - Updates and greater access.

Toole County Library - This database enables our community of patrons the ability to inter-library loan material not available at our libraries.

Toole County Library - This database enables our community of patrons the ability to download books to their devices at no cost.

Chouteau County Library - Allows access to ebooks and audios to our patrons

Chouteau County Library - This allows for our patrons to have better service, online catalog accessibility, and allows our branches to be on the same system thus making it easier for local librarians to check availability of materials.

Belt Public Library - Patrons are able to find materials and use ILL.

Conrad Public Library - SHARING RESOURCES

Dutton/Teton Public Library - The ability to lend and borrow to and from other libraries is an important benefit to libraries. The cost of postage can be expensive, and having the ability to help pay for this service is extremely important.

Harlem Public Library - Our membership in the Montana Shared Catalog is vital to the operation of our

library. We benefit greatly from the helpful staff. The automation allows our customers to search the catalog using Enterprise which is linked to our website. The staff used the system daily for cataloging, checking in and checking out materials, and for reports.

Glacier County Library - OCLC provides access to the cataloging records that may not be available in our shared catalog system, so it enables timely cataloging of new items.

This service also allows us to provide inter-library loan services to our patrons. We are a small library system in a rural area, with a limited budget. Yet, we serve patrons who come to us from all walks of life; many with sophisticated and varied information needs. Through this program, we are able to fulfill those needs.

Dutton/Teton Public Library - This service is beneficial to the library and patrons. A small library is unable to purchase every book, and many patrons like to be able to interlibrary loan certain books his or her local library does not possess. Without this crucial service, patrons would be underserved.

Great Falls Public Library - Build local database with downloading of records; provide funtionality for sharing library materials across federation, state and nation

Liberty County Library - This allows statewide sharing of materials and for viewing all library's collections in many libraries across Montana.

Liberty County Library - Montana Shared Catalog is an integral part of our library. This is especially helpful for smaller libraries across the state of Montana to be able to share all of their resources.

Program 2 - Continuing Education

Narrative

Continuing Education improves information delivery and library service to all Montana citizens. It allows small rural library staff members to reach out, learn, change and plan.

Program activities:

1) Travel and registration expenses to attend Montana Library Association meetings and/or other established state, regional or national library learning events.
2) Librarians share the learning from CE and training events with other Pathfinder librarians at Federation meetings.

Public Value

Wedsworth Memorial Library - Allowed trustee and director to obtain training necessary for the benefit of a better informed library board. Provided much needed information on how to serve the patrons better and information on how to meet the patrons' needs for technology.

Chouteau County Library - Great workshops on a variety of topics and networking

Wedsworth Memorial Library - Trustees need to be educated, up to date on what is happening in the library world, on library laws, and net work with other trustees in order to more effectively perform their job.

Wedsworth Memorial Library - Director needs to stay current on new library procedures, laws, and technology in order to more efficiently perform the job

Wedsworth Memorial Library - Director and Board Trustee gained valuable knowledge about the availability

of grants, how to write a grant and the important knowledge of how a grant is processed and approved. This knowledge will enable them to better support the financial portion of the library.

Valier Public Library - While the breakout sessions are very informational socializing with other librarians, sharing information of what works or how to get around issues to make libraries more efficient without losing services to our patrons, is the heart of most conferences.

Havre-Hill County Library - Paying for the director to travel to MLA and MSC meetings is very helpful for our library, as we have not had a regular travel budget for the past few years. This allows the director to learn about what is going on at other libraries around the state and even farther out, and bring that knowledge back to our library. Developing relationships with other librarians and libraries around that state is very important for our ability to develop resource sharing, as well as keep up with the field of library science.

Toole County Library - Continuing education that is provided at workshops improve librarian skills. It provides a perfect learning environment for librarians across the state to meet and learn from peers and professionals.

Toole County Library - Being a member of MLA is crucial to the learning process librarians experience. Joining other peers, especially at convention is very important to sustaining viable libraries.

Choteau/Teton Public Library - Staff will learn and gather new ideas which will make library programming more effective and encourage new library programming ideas.

Belt Public Library - Assist librarian with purchase of new materials for patron use by showing new release and upcoming books and authors.

Belt Public Library - Annual MLA conference. Continuing education for library director

Belt Public Library - Reimbursement for registration for MLA conference.

Harlem Public Library - The director and assistant received training on Enterprise, improving the library website, and digital maps. The staff learned how to narrow searches on Enterprise so it is more user friendly. On our library website we added the list of names of the library board members and the times of the board meetings. Digital maps can be made to use for statistical data about the library circulation and collection.

Blaine County Library - CE Credits for two staff members and networking with other librarians.

Valier Public Library - Keep up with the inner workings of the MSC and the new technologies available. Classes this year were wonderful!

Glacier County Library - Three staff members were able to attend this workshop. Two were new staff and this was their first opportunity to attend any training. They enjoyed expanding their knowledge on job related topics and meeting others that are working in the same capacity. I find that it always gives people a healthier, broader, and more imaginative perspective when they have the opportunity to learn what is happening in other libraries and in similar jobs.

Great Falls Public Library - Update staff knowledge and skills; Network with other librarians

Program 3 - Communication/ Pathfinder Meetings and Workshops

Narrative

Staff and trustees from member libraries attend two meetings per year. Pathfinder business is conducted under the direction of the adopted by-laws with an elected trustee as chairperson. Travel expense is reimbursed for one car from each library to attend at the current state mileage rate. Carpooling is encouraged. The host library is reimbursed $400 for providing lunches at meetings. These meetings create positive energy for learning and networking among member libraries. Ideally, there is a training or CE

opportunity at each of these meetings, so this program also supports the Pathfinder goal of Continuing Education.

Program activities:

1) Reimbursement for travel to Pathfinder meetings
2) Reimbursement to host library for lunch

Public Value

Harlem Public Library - The money to travel to the fall Pathfinder meeting allowed the director and trustee to attend. At this meeting we learned what is happening at the state library, especially in regards to the new strategic plan. This is important to our federation as we consider our new Plan of Service. The continuing education training helped the director and trustees know how to deal with difficult situations between boards and director, governing bodies and boards, as well as patrons.

Wedsworth Memorial Library - Attending Pathfinder meetings enables the Director to keep updated on the Federation business. This meeting also addressed and advised Library Boards and Director on positive interactions which can help the library run smoother.

Chouteau County Library - Allows librarians to stay in one place for lunch and to be able to share freely on several topics.

Blaine County Library - Networking with other libraries and CE credits.

Valier Public Library - This is an opportunity to network with other librarians sharing positive and negative aspects of the job, finding solutions and gaining new insight. The State Library always provides up to date information and a short class.

Fairfield/Teton Public Library - New hardware.

Toole County Library - We join with other librarians and trustees to discuss federation business, collaborate ideas, participate in continuing education and enjoy good food!

Toole County Library - Librarians and Trustees meet to discuss federation business and State Library news. We take time to share ideas with each other as well as our trials and success stories. We also participate in continuing education.

Liberty County Library - Pathfinder allows for sharing with our fellow librarians.

Choteau/Teton Public Library - New library director able to meet and network with other members of the Federation. Pathfinder Federation business was conducted. 2 CE credits were available at the meeting.

Choteau/Teton Public Library - Library director took part in Federation business and training.

Belt Public Library - Continuing education thru cooperation with Pathfinder libraries.

Belt Public Library - Continuing education thru coordination with Pathfinder libraries

Valier Public Library - Was able to interact with Librarians from other locations. Good opportunity for trustees to visit with each other and share ideas. It is also a time to visit with State Library representatives.

Chouteau County Library - This allows everyone to stay in one place for lunch so they can network and get to know fellow librarians in their region

Wedsworth Memorial Library - Allowed increased knowledge and understanding concerning upcoming financial concerns

Harlem Public Library - The Pathfinder meeting provides librarians and trustees the opportunity to share information and learn about the activities at other libraries. This gives us ideas that we may use at our own library.
We also received a report from the state library. At this meeting we learned from State Librarian Jennie Stapp about the budget issues facing us in the upcoming biennium. This information is vital for our library to share with the commissioners and to make informed decisions about budget planning for FY'18.
The CE training on public library funding and governance is valuable to the library director and trustees so we are aware of the state laws governing libraries and funding sources. We also gained information concerning legal documents that should be on file.

Glacier County Library - Opportunity for myself as a director and a board member to share ideas and gain knowledge from others that work in our area. It is a wonderful opportunity to develop relationships with other librarians and board members, so that when those hard questions arise, we have a local support system to go to.

Great Falls Public Library - Ideas for better engaging with your community and getting your community to engage with you; networking with other librarians and brainstorming ideas

Program 4 - Technology

Narrative

Pathfinder patrons require direct access to information via Internet access and database services. This program budget will be used to purchase new and replacement hardware, software, peripherals and related technical services in order to meet these important information needs of patrons.

Program activities:
1) Purchase computer hardware and software
2) Purchase printers and other devices that allow patrons to use information effectively

Public Value

Choteau/Teton Public Library - Increases access to the web and printing services for patrons and guests.

Wedsworth Memorial Library - Allows access by our patrons to our books and check books in out. A library needs to be able to input materials and keep track of who has the material and what material the library has on hand

Harlem Public Library - This new printer will allow patrons to print from the 4 desktop computers. It replaces a wireless computer that not working well and was unreliable with the WiFi. Patrons need a reliable working printer to use and this printer will supply that need.

Blaine County Library - Cybersecurity protection for staff and public computers.

Harlem Public Library - This new DVD player had a much clearer picture. The library will use it for entertainment and to also show DVDs for instruction and education.

Toole County Library - Keeping computers up-to-date is critical to serving library patrons.

Toole County Library - This service allows our library a World Wide Web domain.

Dutton/Teton Public Library - The use of word processing software or other programs that allow a patron to produce a slideshow, letter, resume, or other beneficial file is an important necessity for a library

computer to have installed. This allows patrons the ability to produce files they may not have been able to have access to otherwise.

Dutton/Teton Public Library - The USB flash drive was beneficial to library staff for backing up certain files that may be needed in the future but were not important enough to keep on the hard drive of the staff computer. This enables the staff to access files if necessary, but not have to keep the files on the hard drive, which helps the staff computer to run more efficiently, and in turn helps the patrons wait time decrease.

Belt Public Library - Protection for patron computers.

Belt Public Library - Yearly cost of checkout system for library function.

Belt Public Library - Monthly fee of $7.99 to provide library website for patrons to gather information about the library and the community.

Dutton/Teton Public Library - The router had quit working and the internet was down. This Linksys router gives better, faster capability to patrons' devices. This is a benefit to the library, as more patrons are able to use the WiFi at the same time and also have less wait time, as the internet is faster with the new router.

Dutton/Teton Public Library - This enables the library to ensure proper security measures and internet safety on the library's computers.

Dutton/Teton Public Library - The staff has been needing a new computer for some time. The computer we currently have is five years old and is starting to show its age. The staff will be better able to assist patrons with a newer model.

Dutton/Teton Public Library - The library needed a new wireless printer for staff and patron use. The printers at the library are starting to age, and one printer has stopped working. The ease of a new printer will make the patrons' experience more positive and keep staff from having to spend time working on printers.

Dutton/Teton Public Library - The children enjoy using the Chromebooks, as they are expected to use them to write their papers and use Google Drive. They also like the portability of these devices. The Chromebooks the library owns now are starting to show their age. Also, more children are able to use the devices at one time when there are more available.

Great Falls Public Library - The license enables us to connect 2 self-check units that will be added in July.

Program 5 - Administrative Services

Narrative

$1000 stipend to Chouteau County Library to cover costs of administering Pathfinder Federation Coordinator responsibilities.

$500 Administrative funding to cover postage, printing, and other costs incurred in direct support of Pathfinder Federation meetings and activities.