

## Montana State Library Commission Work Plan Fiscal Year 2018

**Green (no font distinction)** – activity progressing as expected.

**Yellow (italicized)** – activity may be delayed but the delays do not necessarily rise to the level of Commission concern

**Red (bolded)** – activity is delayed and Commission attention is warranted

**Blue (underlined)** – addition or change to the original work plan.

### Strategic Framework – Secure Sufficient and Sustainable Funding

#### Activities:

- The State Library adopts a planning and reporting system for State Library Administration

Inputs	Outputs	Outcomes	Impacts
<b>Time of the reporting task force and additional staff as necessary</b>	<b>A reporting system that serves as a dashboard for project administration, resource allocation and administration, and reporting</b>	<b>Management and staff report having ready access to tools to more effectively administer the programs and projects of the State Library</b>	<b>The programs of the State Library achieve the impacts articulated in the Strategic Framework.</b>
<b>Data maps and data</b> <ul style="list-style-type: none"> <li>• <b>Staff have completed an initial inventory of reports and a matrix of data reported in each</b></li> </ul>		<b>The Commission reports that they can readily determine how the resources they allocate are utilized and whether or not the State Library is meeting our goals.</b>	
<b>Reporting system (TBD)</b>		<b>Management and the Commission have information that helps them prioritize new and/or declining</b>	

		<b>resources to successfully address opportunities and challenges.</b>	
		<b>Management, staff, and the Commission utilize information from the reports to make decisions about resource, projects, and programs.</b>	

No work has been conducted on this activity in the last seven months due to legislative priorities and the impact of budget cuts; Commissioner Wall will work with Stapp to resume this work plan priority

- The State Library Commission enters into contract with a Foundation Consultant to take steps to create a turnkey non-profit that will meet the goals of the Commission.

<b>Inputs</b>	<b>Outputs</b>	<b>Outcomes</b>	<b>Impacts</b>
Funding from the State Library Trust to contract with a Foundation Consultant.	Deliverables of a contract as negotiated through a request for proposal used to select a consultant.	The Commission, staff, and partners develop a nonprofit to strategically seek and align financial resources to meet State Library goals.	The programs of the State Library achieve the impacts articulated in the Strategic Framework.
Time of a nonprofit steering committee and additional staff as necessary	Communication to stakeholders about funding efforts.	The Commission identifies new partners and opportunities that grow into funding opportunities.	
Data regarding the costs of programs and services.		The State Library has sufficient and sustainable funding to achieve its goals.	
Data regarding alternative sources of		State Library partners identify and/or benefit from new funding possibilities.	

funding or funding opportunities.			
		State Library partners have sufficient and sustainable funding to achieve their goals and to make use of the resources the State Library provides.	

Despite work concerns, the work of the funding task force remains largely on track. With funding from the State Library Trust, staff and the Commission worked under contract with Ned Cooney to develop a request for proposal that will be used to select a consultant. This RFP process will be conducted during the fall of 2017 pending budgetary activities.

- The State Library Commission evaluates funding models that support secure and sustainable funding and that align with library values.

<b>Inputs</b>	<b>Outputs</b>	<b>Outcomes</b>	<b>Impacts</b>
Examples of funding options from staff	A statement or resolution that articulates the Commissions views on funding options.	Staff and the Commission reach agreement on funding models that support the mission of the Library and can readily articulate how funding models align with the core values of the Library.	The programs of the State Library achieve the impacts articulated in the Strategic Framework.

Time of staff and Commission for in depth discussion	Communication to stakeholders about funding models.	The Library and Commission have a statement that we can turn to when in discussion with others about funding options.	
		Funding partners understand the Library's core values and help to identify funding options that align with those values.	

This work plan item is a continuation of previous Commission discussion pertaining to funding models, including fees.

- The State Library Commission evaluates funding models that support secure and sustainable funding and that align with library values.

Inputs	Outputs	Outcomes	Impacts
<a href="#">Examples of funding options from staff</a>	<a href="#">A statement or resolution that articulates the Commissions views on funding options.</a>	<a href="#">Staff and the Commission reach agreement on funding models that support the mission of the Library and can readily articulate how funding models align with the core values of the Library.</a>	<a href="#">The programs of the State Library achieve the impacts articulated in the Strategic Framework.</a>
<a href="#">Time of staff and Commission for in depth discussion</a>	<a href="#">Communication to stakeholders about funding models.</a>	<a href="#">The Library and Commission have a statement that we can turn to when in discussion with others about funding options.</a>	
		<a href="#">Funding partners understand the Library's core values and</a>	

		<a href="#">help to identify funding options that align with those values.</a>	
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- The State Library Commission formalizes a nominations and elections for Commission Chair and Vice Chair process the is appropriate to the size and role of the Commission.

<b>Inputs</b>	<b>Outputs</b>	<b>Outcomes</b>	<b>Impacts</b>
<a href="#">Examples of election options from staff</a>	<a href="#">The Commission formalizes a nomination and election in the Commission bylaws.</a>	<a href="#">The Commission follows a nomination and election process that is fair and appropriate to the size and role of the Commission and that allows the Commission to function effectively.</a>	<a href="#">The State Library Commission works together effectively, trusting in one another and the leadership they elect.</a>
<a href="#">Time of staff and Commission for in depth discussion</a>			

Commissioner Kish and Stapp will take the lead to research options to present to the Commission to meet this goal.

Staff asks that the Commission give consideration to FY 18 travel priorities keeping an eye but available budget and fiscal and policy priorities.

- The State Library Commission evaluates opportunities to collaborate more effectively with the Montana Library Association.

Inputs	Outputs	Outcomes	Impacts
<a href="#">Research of staff and Commission</a>	<a href="#">TBD</a>	<a href="#">The Commission and the Board of the Montana Library Association identify opportunities for roles and relationships that make the best use of our resources and that support mutual goals to enhance the Montana library Community.</a>	<a href="#">The Montana library community has the resources and expertise that it needs to excel.</a>

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