

Federation Annual Report FY 2018 July 2017 Through June 2018

SIGNATURES

Federation	Broad Valleys		
Coordinator's Library	Lewis and Clark Library		
Coordinator	John Finn		
	Signature _____	Date _____	
Chairperson - Board of Trustees	Helen McCaffrey		
	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	\$4,223.49
Program 2 - Continuing Education Grants	\$9,400.00
Program 3 - Technology and Resource Sharing	\$21,680.00
Program 4 - Administrative Services	\$1,544.45
	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	\$174.54
Bozeman Public Library	Active	\$1,480.00	\$1,480.00	\$24,190.00
Broadwater School and Community Library	Active	\$1,480.00	\$1,480.00	\$216.26
Butte-Silver Bow Public Library	Active	\$1,480.00	\$1,480.00	\$1,170.48
Dillon Public Library	Active	\$1,480.00	\$1,480.00	\$0.00
Drummond School & Community Library	Active	\$1,480.00	\$1,480.00	\$2,017.97
Hearst Free Library	Active	\$1,480.00	\$1,480.00	\$0.00
Jefferson County Library - Boulder	Active	\$1,480.00	\$1,480.00	\$3,018.42
Lewis and Clark Library	Active	\$7,247.94	\$7,247.94	\$1,270.00
Livingston-Park County Public Library	Active	\$1,480.00	\$1,480.00	\$747.45
Madison Valley Public Library	Active	\$1,480.00	\$1,480.00	\$1,470.00
Manhattan Community School Library	Active	\$1,480.00	\$1,480.00	\$0.00
Meagher County/City Library	Active	\$1,480.00	\$1,480.00	\$3,083.02
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	\$500.42
Sheridan Public Library	Active	\$1,480.00	\$1,480.00	\$227.00
Thompson-Hickman Madison County Library	Active	\$1,480.00	\$1,480.00	\$682.00
Three Forks Community Library	Active	\$1,480.00	\$1,480.00	\$1,739.41
Twin Bridges Public Library	Active	\$1,480.00	\$1,480.00	\$774.12
West Yellowstone Public Library	Active	\$1,480.00	\$1,480.00	\$0.00
William K. Kohrs Memorial Library	Active	\$1,480.00	\$1,480.00	\$345.18
	Totals:	\$36,847.94	\$36,847.94	\$41,626.27

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 librarian and library trustee attendance by 5%. Librarians and trustees get together to share expertise in order to benefit library patrons. The Federation will strive to provide five CE hours to both Librarians and Trustees over the two day retreat, to encourage trustee certification.

The Lewis & Clark Library will coordinate and pay for the costs of lodging, meals and continuing education presentations. The Federation approved funding at the same level as last program year to cover retreat costs. The Lewis & Clark Library will receive up to \$4,967.94 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 - It is beneficial for attendees of the retreat to stay in the same hotel for the duration of the retreat. It gives attendees close access to the facility, as well as close access to each other. The great benefit of the Spring retreat, besides the obvious CE, is the chance for librarians to meet and network and share ideas.

North Jefferson County Library District Clancy Library - A lot came up in the Best Practices sessions for ethics, personnel, and collections that I referred back to. I especially loved and applied a lot from Nancy Hatfield's presentation to tweak my weeding reports so there is more room in the collection for patrons to find and access what they need/want/use most. There were many good discussions among the libraries about the roller coaster of funding. It was really good to compare notes, further understanding, and to gain perspective on all that is going on statewide and nationally with library funding.

Lewis and Clark Library - Providing the attendees with refreshments for the two day retreat means that we keep a captive audience. Meals gave the attendees an opportunity to network and tell stories about their experiences.

Lewis and Clark Library - The office supplies made it possible for attendees of the retreat to take proper notes and to share the information they gathered with staff and trustees at their home libraries.

Lewis and Clark Library - It was important to have expert presentations for the retreat. This mileage amount helped us pay for a presenter from Bozeman Public Library join us for technical services and collection development training.

Lewis and Clark Library - Honorariums ensure quality programs.

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. Federation recognizes the importance of making CE credits affordable, meeting the challenge of rising CE costs. Goal: Federation Libraries will meet ELSA CE requirements for both Librarians and Trustees.

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

Three Forks Community Library - So many great training opportunities and choices for trainings. Learned so many things about the great things happening in Montana Libraries. Knowledge is power! Knowing the consequences of making a mistake on the library's behalf is really good to know, and how to help protect the library is a positive outcome.

Jefferson County Library - Boulder - Jefferson County Library system sent both libraries to MLA where we received training and continuing education that was pertinent to our service population. In Media Literacy, we learned how to steer our patrons away from "Fake News" and were given names of people we could have come to our libraries to continue teaching this very important topic. June 7th, Professor Dennis Swibold will be presenting a talk at the Boulder Library titled "What Happened to the News". Our entire community can attend and hear from professionals about this important topic. Boulder is the county seat for Jefferson County, therefore we are always being called upon to help patrons work through the legal system; so being able to navigate these websites are crucial to our patrons. With budgets being cut in both libraries and schools, it is imperative that we collaborate with one another as much as possible to ensure our children have wide and varied access to books and databases.

William K. Kohrs Memorial Library - Continuing education and attendance of Federation business meeting

Lewis and Clark Library - Several staff members were able to attend the Annual Conference in Bozeman in 2018. The grant award made it possible for more than 10 staff members to attend the conference. Several staff were able to present.

Sheridan Public Library - Continuing Education provides us with new skills which can be used to benefit the community.

Thompson-Hickman Madison County Library - The annual conference is a great way for our library staff to network and return instilled with new inspiration for the profession to share with fellow staffers.

Philipsburg Public Library - The networking and information gained has been so beneficial to my position.

Drummond School & Community Library - Attending PLD is always beneficial to the director; which in turn benefits the patrons and staff. The programming and training is always enlightening. Whether it is learning about services provided by the State Library, local communities, or other statewide entities, there is always new, useful, and pertinent information to take back to our libraries. I have personally benefited from collaborating with other library directors and feel the encouragement and support to offer similar programs and services to patrons in my community.

Drummond School & Community Library - The school district allows the use of a vehicle and the library district pays for the fuel with funds from the Federation grant. It is a way that both districts support CE/Travel for learning and networking.

Drummond School & Community Library - Attending the MLA Conference each year is not only a highlight for encouragement and networking, the planning committee always puts together top-notch programs, training, and sessions to attend. I always learn new methods of presenting information literacy, promoting lifelong learning to my patrons, and look forward to meeting and networking with the best professionals in the field of librarianship.

Drummond School & Community Library - It benefits our library and more importantly, the MSC Consortium to participate fully in the spring meeting where the budget and management of the system is discussed and decided.

Drummond School & Community Library - Travel to Bozeman for the state conference is beneficial and important to the library district as well as the school district and they share costs.

Manhattan Community School Library - Trudy is able to provide value to patrons by keeping up to date on

current procedures and practices. It is also a valuable to connect with other librarians and learn what they are doing in their libraries. Many new ideas come this way. Being part of the MSC and staying involved in process are important as this provides many more materials for all of the MCSL patrons.

North Jefferson County Library District Clancy Library - MLA this year was really good. There were great classes on leadership, copyright, genetics, and legal realities in libraries. The things I've learned that I used the most came from the classes I took on social media. We are slowly expanding our reach in that world--our goal is to be ready to film and post summer reading testimonials next summer. I think the kids will be affirmed in their reading and encourage other kids to practice and value their literacy skills.

Meagher County/City Library - The ability to gather as library trustees and learn from each other is a crucial part of properly and successfully running any library. Sharing of experience and providing networking opportunities are a vital part of keeping library resources and services up-to-date!

Bozeman Public Library - The Broad Valley Federation funds allowed us to send additional Bozeman Public Library staff to the MLA Annual Conference to update their library service skills and network with their colleagues from both the BV Federation and all over Montana.

Drummond School & Community Library - Participating in MSC has benefited patrons of Drummond's library since 2004 by allowing the director to attend the fall meeting for networking, and participation in discussions and management of the consortium. This year's meeting was held at nearby hubs - In Drummond's case; Missoula. This made travel more affordable.

West Yellowstone Public Library - Steve Takata and Monika Black were able to attend the full MLA conference and attended a wide variety of presentations. Monika is working toward her MSL CE certification and having the opportunity to attend these events is crucial to her success.

Livingston-Park County Public Library - Library staff attended sessions which helped them improve their ability to deliver library services. Our Outreach Services Librarian made connections with other library staff around the state who operate bookmobiles, learning from their experiences for when our bookmobile is running.

Twin Bridges Public Library - The MLA Conference offers so many sessions that are relevant to our library work and it also gives us a chance to talk with other directors and staff. Thank you!

Meagher County/City Library - The ability to attend workshops assists in the growing of services we are able to provide for our communities.

Meagher County/City Library - The ability to meet specifically with other library directors aids in the growth of the directors as well as updating everyone on new technologies and opportunities available.

William K. Kohrs Memorial Library - Interlibrary loans expand our collection tremendously for patron usage.

Madison Valley Public Library - Benefits to our library from receiving this grant include professional development, pathways to community enhancement, job-specific training and interpersonal development opportunities. We are a small rural library and do not have flexible staffing opportunities for training. The MLA conference is an annual training opportunity which brings new ideas, professional networks and a state connectivity to our staff and community. These opportunities would not be possible without federation assistance.

Belgrade Community Library - 1. My Library Board strongly advocates for professional training and growth. As a result, they voted to close our library for two days so all staff could attend the various trainings offered at the conference. The Director had each staff person opt for germane areas of training, then mapped out the selected sessions, to ensure there was a broad representation of a variety of topics. It was a huge benefit to #1 have the library closed so all could attend and #2 have the training located near our hometown library (8 miles away in Bozeman). Afterwards, each staff person wrote up a summary of each session they attended and applied the continuing education credit toward Montana State Library certifications.

Hearst Free Library - Sam Walters attended training sessions and meetings relating to the operation of the

library.

Dillon Public Library - DPL sent three employees to the MLA Workshops this year. This was the first time the employees were able to attend. It really benefited the community.

Butte-Silver Bow Public Library - Training and networking are tremendously beneficial for staff, both practically in terms of learning skills & resources and to re-ignite enthusiasm.

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. The Broad Valleys Library Federation will cooperatively provide access to technology, equipment, electronic materials, and online resources to patrons of the member libraries. Goal: Federation Libraries will ensure that they meet ELSA requirements for technology.

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

Jefferson County Library - Boulder - We have had a robotics team compete in the state competition for the last 4 years. Our robots are now becoming obsolete and we feel it is important to give our youth updated technology as well as our adult patrons. The robotics team not only learns about programming and engineering, but they also have to learn about researching, budgeting and public speaking. All of these things are important to having well rounded young people.

Jefferson County Library - Boulder - We received a grant to purchase new laptops but we were unable to get new accessories for them, therefore it was a big relief to be able to purchase these items. The Whitehall Library is now giving basic adult computer classes as well as having someone come in and teach "Quickbooks" to some of the local businesses.

Jefferson County Library - Boulder - Being a part of this consortium allows us to share books, DVDs and other resources with libraries. This gives our patrons access to thousands of items they would be unable to receive. We receive technology support, and cataloging support; both of which are vital to small libraries.

William K. Kohrs Memorial Library - Over Drive gives our patrons access to Montana Library 2 Go online books, ebooks and audio books.

Madison Valley Public Library - The great benefit to our library and our community to being a member of the MSC is that our rural community has access to the same professional services and information as larger Montana communities. Being a member of the MSC breaks geographical barriers so that support to information technology is readily available. Again, this service would not be possible for our library without assistance from the Broad Valleys Federation.

Belgrade Community Library - Being connected to the library world! This library targeted service assists us with efficient cataloging and ease of importing records for cataloging library materials. This is an essential service. The \$1,010.00 greatly defrayed the cost of the annual subscription and gave some relief to a financially strained library budget.

Philipsburg Public Library - This allows us to share information and resources across the state, and it allows our patrons access to a variety of electronic resources.

Manhattan Community School Library - The AWE computer provides a safe learning environment for our youngest patrons. AWE Learning's workstations help to immerse children in an extremely rich environment. STEM learning principles are introduced and reinforced and it is a great resource to reinforce early literacy. Benefiting patrons 2 to 8 has far reaching outcomes into the future. Plus the little ones love having their own computer at their physical level in their space. It is a library favorite.

Lewis and Clark Library - The benefit to Lewis & Clark Library is the access to quality bibliographic records and ILL services. Our patrons benefit by having good, searchable records in the OPAC. They have the added benefit of having a way to access library materials in libraries all over the world via ILL.

Sheridan Public Library - Increases the uniformity, usability and speed of the Public Access Computer stations, without the security headaches associated with Windows 8 or 10. Computer use has more than doubled since the installation.

Three Forks Community Library - The subscription to MT2Go library has allowed our customers to access a wide variety of books even when they are unable to visit our physical library or have vision problems.

Three Forks Community Library - Montana Shared Catalog allows users to find books across the state, and allows staff to have a consistent, logical way to track books, patrons, fines, and other information pertinent to the library.

Thompson-Hickman Madison County Library - Being a part of the Montana Shared Catalog is an essential piece of our service strategy to meet our community's needs. Without it, our library would be dramatically less able to serve our community.

North Jefferson County Library District Clancy Library - The North JeffCo Library District depends on Federation funds to cover the costs of our patrons' digital collections. MyMontanaLibrary2Go has grown consistently over the years we've been involved, and we are able to reach out to non-patron types who never will come to the library. They get their cards and we only touch base once a year. They love us and find value in us because they are able to download their ebooks and audios. We use the leftover funds to help with the cost of databases. We have many students and lifelong learners who regularly use and depend on our databases. Since there is no longer money at the state level to fill this need--we are grateful for Federation funds to help defray those costs.

Bozeman Public Library - The Federation funds helped us to continue to make free e-books available to not only the patrons of the Bozeman Public Library but the members of the statewide coalition; this free service brings the convenience and appeal of e-books to people who otherwise probably would not use or could not afford them.

Drummond School & Community Library - Patrons benefit from access to the growing collection of audio and ebooks provided by Overdrive/MontanaLibrary2Go. Our Friends of the Drummond Library group makes an annual contribution to purchase content because the members feel so strongly about the importance of this service to Montana patrons.

Drummond School & Community Library - It is vital to the Montana Shared Catalog members to belong to OCLC Group Services. Each library participates in providing catalog management that is supported by the services of OCLC. This funding allows our library to fully participate in OCLC. The fees are split between the school district and the library district.

Drummond School & Community Library - Missoula Public Library provides accounting management for the genealogy subscription of Heritage Quest. Patrons and students of my library benefit from access to reliable genealogy research. I also use it in classroom teaching.

Drummond School & Community Library - Our library benefits immensely by participating in the Montana Shared Catalog. Not only patrons benefit from a robust catalog, but the library staff benefits as well by having technical support from the central office. The school district splits the costs, providing \$811.61; the

library district funds the remaining \$484.72.

West Yellowstone Public Library - Remaining up-to-date and engaged with OCLC's services is crucial for consistency for all state and federation libraries.

West Yellowstone Public Library - Overdrive access is critical for rural library patrons to have access to a wide variety of materials that they may not be able to "make it into town" to use on a regular basis. This grant ensures that we can afford to offer this continued information access to local and federation library users.

Twin Bridges Public Library - The Montana Shared Catalog is an integral part of the library and a benefit for the patrons.

Meagher County/City Library - With the amount of rural area we serve it is a great benefit for everyone. Being able to utilize books without having to go to the library is necessary.

Meagher County/City Library - This is an amazing way to increase our catalog of available items without having to purchase and keep every single item patrons request.

Meagher County/City Library - The streamlining of the cataloging process allows for more time helping patrons!

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

Dillon Public Library - We are able to take books to the assisted living facilities and nursing homes for residents to check out for those who cannot come into the library.

Butte-Silver Bow Public Library - This is a vital tool for cataloging as well as for interlibrary lending. We are grateful to have help with costs.

Broadwater School and Community Library - This benefits the K-12 students in the school we serve. Allows teachers to have extra copies of books students read free of charge. The public patrons love it. With 24 hours seven day a week access without setting foot in the physical library is a big advantage. Our senior citizens find it invaluable

Broadwater School and Community Library - This allows all of our patrons access to books and materials not in our physical collection at little or no cost to them. We often loan materials for college students and home school patrons. OCLC also gives us the opportunity to share our collection as well. I used educational money towards technology.

Livingston-Park County Public Library - Our OCLC membership is necessary for our being a Montana Shared Catalog library, which in turn allows us to be a member of an intrastate consortium, the Partners Sharing Group. This gives our patrons easy access to about a million items, and in FY 2017-18 they borrowed over 5,200 items from Partner libraries.

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 - The Administrative Services grant helps to cover the expenses of the Federation HQ Library by purchasing office supplies related to the Federation operation, and assisting with conference call fees.