

# Memo

**To:** Montana State Library Commission

**From:** Jennie Stapp, State Librarian

**Date:** June 3, 2021

**Re:** **2021 State Library Pay Incentive Strategy**

Please know that the Montana State Library currently projects approximately \$xx in remaining FY'21 personal services funds. A year ago the Commission authorized similar bonuses that reflected the significant workload staff took on to address pandemic related issues. A year later, we continue to support these same needs including:

- Staff support the state's Joint Information Center to develop tools including the COVID-19 dashboard and a personal protective equipment daily use tracker. In January the dashboard was updated to include vaccination counts.
- Staff developed and implemented safe circulation methods to meet demands of Talking Book patrons.
- Staff continued to support a community of practice within Montana to support and inform our COVID-19 response.
- Staff collect data and create dashboards to readily track the impact COVID-19 has on the services of the MSL and Montana libraries.

While ongoing pandemic related work was significant, and normal day-to-day operations continued, staff also advanced legislative, organizational and operational changes and improvements.

- Staff conceived and manage a hot spot lending program which resulted in more than 800 hot spots in use around Montana to provide broadband internet to those in need with demand for hot spots increasing.
- Staff reimaged the organizational structure of the Network Advisory Council and the planning, evaluation and delivery of core services under the umbrella of the Montana Library Network.

- Staff hosted the first fully virtual MSL Workshops.
- Staff are migrating the Montana Memory Project to a new platform after completion of a successful RFP.
- Staff adopted a new grants-management system, Amplifund, to more efficiently award and manage Montana Land Informational Act grants.
- Staff continue to explore models to support libraries as economic development resources in their communities.
- Staff initiated a new performance management process including the adoption of a new performance management system.
- Staff completed the reclassification of positions into the State's new occupational standards model.
- Staff integrated the Montana Natural Heritage Program Information Services staff into MSL and took over administration of many MTNHP contracts.
- Staff was awarded new funding for Lidar acquisitions to continue to advance statewide Lidar goals.
- Staff migrated information systems to current server and database operating systems.
- Staff worked with a contract to redesign the MSL website which will launch in coming months in a new content management system.
- Staff worked successfully with U.S. Department of Interior officials to establish a federal indirect cost rate for MSL.
- Staff worked with Legislators, the Governors Office, and key stakeholders to pass legislation that resulted in new funding for MSL and that will result in improved data services and models for our partners.

For these reasons and as allowed for in the State Library's Broadband Pay Plan Policy, I ask that the Commission authorize one-time-only bonuses for staff. The bonuses total approximately \$131,500 and would be allocated across multiple funding sources that correspond with each position.