

# Memo

**To:** Montana State Library Commission

**From:** Jennie Stapp, State Librarian

**Date:** September 9, 2021

**Re: October Policy Review**

The following policy updates are presented for Commission action. Staff request the Commission approve revised policies as recommended.

## Communications Policy

Updates to the Communications policy reflect that fact that the State Library does not currently employ a Communications and Marketing Coordinator.

## Broadband Pay Plan Policy

Biannually, the State Department of Administration Human Resources Division issues a new broadband pay plan policy template for agencies to modify according to agency business priorities and practices. The updated broadband pay plan policy does not include policy changes but includes updates to language and the order of content derived from the new template.