

FY 2024 Library Development Priorities and Work Plan

LSTA 2023-2027 Plan Goal 1. All Montanans have access to library content, services and information to achieve their personal, educational and professional goals.					
Project	Objective	Outcomes	Accountable	Primary Team	Status
MLN Structure	Conduct at least 4 core-services conversations	Improve library services for Montanans	Jennie Stapp	Administration	In Progress
Cost-Share Formula	A cost share formula based on project participation and service population is created.	Libraries participating in statewide projects know how much to budget each year.	Jennie Stapp	Central Services	In Progress
Public Library Standards	90% of libraries meet the public library standards	Support libraries in achieving the new public library standards by assisting with strategic planning, providing access to board training, enhancing resources on state library website, and working with individual libraries to comply.	Tracy Cook, Suzanne Reymer, Pam Henley	Consulting and Learning	In Progress
Community Led Libraries Course	Creation of an online class that walks library staff through collecting and using community feedback.	Montana library directors, staff, and board members learn about library services focused on community needs	Colet Bartow, Suzanne Reymer	Continuing Education	In Progress
Library Geography	TBD	Research challenges of library access due to the geographic divide in Montana so that MSL and the NAC can understand the barriers geography puts on core services and can develop plans to address these barriers.	Rebekah Kamp	Data Coordinator	Not Started

Public Libraries Survey Software	Deploy new Public Libraries Survey software to 82 public libraries and 4 tribal libraries for FY 2023 data collection with 90% completion rate.	Practitioners and decision makers are equipped with data that allows them to build adequately funded libraries with sufficient services and collections so that all Montanans have fair access to information.	Rebekah Kamp	Data Coordinator	In Progress
Adventure Lab Content	Publish 20 AL tours across the state	Create engaging history related tours in Montana communities	Dave Colamaria	Montana History Portal	In Progress
History Portal Outreach	Attend conferences (MT History, Fall Workshop, GFWC, MAGDA, and MPEA) and reach out to new organizations to discuss how we might work together. Including the University of Montana Public History program and the National History Day in Montana.	Develop ways to promote our content outside our immediate circle influence	Jennifer Birnel	Montana History Portal	In Progress
LEGO History Program	Host an event on December 9, 2023 in partnership with Lewis and Clark Library with 50-80 participants.	Develop an activity for students and adults to engage in historical content and Portal content	Dave Colamaria, Jennifer Birnel	Montana History Portal	In Progress
Portal Reporting Infrastructure	Create sheets that will combine data into dashboards to monitor use of the website and social media and to track trends.	Use GA4 to successfully track the use of the Portal pages	Dave Colamaria	Montana History Portal	Completed
Recollect Mapping Tools	Create engaging maps to go compliment the Adventure labs tours and additional story maps (1 this FY) to share content in rich narratives.	Better utilize Recollect Google and Esri mapping to create immersive tools for use on Portal	Jennifer Birnel, Dave Colamaria	Montana History Portal	In Progress

Teacher Workshop	Hold a second teacher workshop to create exhibits for classroom use	Work with teachers to find content that is relevant to their annual lessons.	Jennifer Birnel	Montana History Portal	Not Started
Collection Development Study	TBD	Reduce costs and barriers to resource sharing so that all Montanans can access the content they want and need.	TBD	Montana Shared Catalog	Not Started
Montana Shared Catalog Administration	TBD	Reduce barriers to resource sharing so that more Montanans can access what they need from libraries.	Amy Marchwick	Montana Shared Catalog	In Progress
Montana Shared Catalog Goal Setting	TBD	Ensure sustainability of MSL services	Amy Marchwick	Montana Shared Catalog	Not Started
Montana Shared Catalog Go-Live Training	Lead go-live training for new MSC libraries, Billings Public School District (BS2), new school librarians, and Harlowton Public Library.	Reduce barriers to resource sharing so that more Montanans can access what they need from libraries.	Keiley McGregor	Montana Shared Catalog	In Progress
Courier Budget and Plan	Add new locations for courier network. Reduce costs for participants. Work with Sean Anderson to gather information about alternate service solutions. Find an automated, consistent, and affordable way to gather courier data.	Reduce costs and barriers to resource sharing so that all Montanans can access the content they want and need.	Cara Orban	Statewide Projects	In Progress
Interlibrary Referral Center Pilot	Evaluate interlibrary loan pilot for smaller libraries and identify potential libraries for project	Maintain affordable costs and reduce usage barriers to OCLC Group Services so that all Montanans can access the content they want and need.	Bobbi DeMontigny	Statewide Projects	Not Started

OCLC Group Services Contract Evaluation	Evaluate value of OCLC Group Services contract tools compared with participating library cost and importance to member libraries. Provide training and resources for OCLC Group Services members to increase their confidence and understanding in using their subscriptions.	Maintain affordable costs and reduce usage barriers to OCLC Group Services so that all Montanans can access the content they want and need.	Cara Orban	Statewide Projects	In Progress
Palace App Evaluation	Provide a report on the Palace App pilot to the Network Advisory Council in February 2024 to inform FY25 budget planning.	E-Resources funding and staff time is allocated to projects which will provide the greatest benefit to Montanans.	Cara Orban	Statewide Projects	In Progress

LSTA 2023-2027 Plan Goal 2. All Montanans have sufficient access to and can use technology to enable their personal, educational, and professional growth.

Project	Objective	Outcomes	Accountable	Primary Team	Status
Digital Opportunity Plans	Participating public libraries have digital opportunity plans that address needs in their communities.	Create digital opportunity plans that libraries can use to improve current services and/or offer new services.	Tracy Cook, Suzanne Reymer	Consulting and Learning	In Progress
Internal Wiring Project (Phase 3)	Increase in Internet speed and reliability of wired and WiFi connections in libraries.	Improve broadband infrastructure in libraries.	Tracy Cook	Consulting and Learning	Not Started
Hot Spot Administrative Access	Set up administrative access for hot spot management for every participating library by 12/31/23.	Library staff can serve community members' internet access needs efficiently and effectively.	Cara Orban	Statewide Projects	In Progress

LSTA 2023-2027 Plan Goal 3. All Montanans live in communities where the local government and library work together to build resilient communities.

Project	Objective	Outcomes	Accountable	Primary Team	Status
Library Federation Task Force	Create recommendations for federations and their administration.	Library board members and directors have an effective and efficient structure for collaboration, networking, and education.	Tracy Cook, Pam Henley	Consulting and Learning	In Progress
Local Government Work	Create guidelines for talking to officials and MSL staff will attend at least 2 local government conferences	Library directors and board members feel more confident when talking to local government officials and local government officials and library people work together to resolve issues and improve library services	Tracy Cook	Consulting and Learning	In progress
Local Library Support	Visit every main public library in Montana and respond to 90% of questions within 5 business days.	Libraries overcome problems and library services improve or are increased	Tracy Cook, Pam Henley, Suzanne Reymer	Consulting and Learning	In Progress
Public Value Training	Deliver 3 workshops that include outside perspective from local govt and hands-on practice for library staff	Increase library worker/board member knowledge about local government officials and their roles; library people are better able to explain the value of the library in ways that are heard by funders and policy makers.	Tracy Cook, Cara Orban, Rebekah Kamp	Consulting and Learning	Completed
Basics of Library Law Course	MSL Learn Course Development - Basics of Library Law Content created by Tracy Cook; course design for MSL Learn by Colet Bartow	Montana library directors and board members learn about laws that impact the work of library boards	Colet Bartow, Tracy Cook	Continuing Education	Completed

Budgeting Course	MSL Learn Course Development - Budgeting Content created by Tracy Cook; course design for MSL Learn by Colet Bartow	Montana library directors and board members learn about library budgets and financial review	Colet Bartow, Tracy Cook	Continuing Education	Completed
Public Libraries Salary Study	Publish and present one study of wages and occupational standards for library positions to the Network Advisory Council based on submissions from a minimum of 74 libraries.	Montanans receive better library service because their communities can hire and retain highly qualified staff.	Rebekah Kamp	Data Coordinator	In Progress

LSTA 2023-2027 Plan Goal 4. All Montanans have access to learning experiences that support personal, educational, and professional growth.					
Project	Objective	Outcomes	Accountable	Primary Team	Status
Library Handbooks Update	Update the Trustee Manual and Library Director's Handbook	Board members and directors have access to resources that help them answer library related questions	Pam Henley	Consulting and Learning	In Progress
Lifelong Learning Assessment	Create a recommendation for the Lifelong Learning Program	Identify staffing and resource needs for lifelong learning; identify projects to stop doing until additional resources and/or other partners are found. Ensure sustainability of MSL services.	Tracy Cook	Consulting and Learning	In Progress
MSL Learn: Youth Services classes	Provide a series of 4 classes that library staff can take to learn more about serving youth.	Library staff implement what they learned to improve services to youth	Colet Bartow	Consulting and Learning	Completed

Summer Reading	Provide access to online summer reading materials and provide at least 3 summer reading planning sessions.	Library staff implement what they learned to create a summer reading program that addresses the summer slump	TBD	Consulting and Learning	In Progress
Virtual Programming Series	Provide at least four virtual programming sessions for Montanans and Montana libraries	Montanans have access to educational virtual programming	Bobbi DeMontigny	Consulting and Learning	In Progress
Certification Program	New certification tracks added to ASPeN; manual updated, webpages updated, webinars and newsletters scheduled	Montana library directors, staff, and board members become certified	Colet Bartow	Continuing Education	Completed
Fall Workshop	MSL Fall Workshop held 9/18-9/19	Montana library directors, staff, and board members learn about library services	Colet Bartow	Continuing Education	Completed
MSL Learn: Webinar Series	Complete at least 10 webinars on topics needed by library directors and board members	Library directors, staff, and board members apply what they learned to improve library administration or library services.	Colet Bartow	Continuing Education	In Progress
Missoula Public Library Workflows Analysis	Assist Missoula Public Library with workflow data analysis	Data provides insights to improve scheduling and processes so that workloads are more balanced.	Cara Orban	Statewide Projects	In Progress

For monthly progress updates, see the [FY 2024 Montana State Library Work Plan](#).