

# FINAL

**MONTANA STATE LIBRARY (MSL) COMMISSION MEETING**  
**Wednesday, December 6, 2023, 9 a.m.**  
**Helena: Montana State Capitol- Rm. 172 and Zoom**

## MINUTES

Recording can be found at:

YouTube: <https://youtu.be/swYi3YB8Yh0>

Unedited closed captioning is available.

### ATTENDEES:

#### Commissioners:

Elsie Arntzen (Superintendent of Public Instruction), Vice-Chair Tom Burnett, Carmen Cuthbertson, Tammy Hall, Brian Rossmann, Chair Robyn Scribner, Peggy Taylor

#### MSL Staff:

Sean Anderson, Nick Beckstrom, Marilyn Bennett, Jennifer Birnel, Malissa Briggs, Mel Carroll, Tracy Cook, Bobbi DeMontigny, Erin Fashoway, Evan Hammer, Sharon Hardwick, Pam Henley, Jim Kammerer, Rebekah Kamp, Ashley Kanduch, Melody Karle, Genevieve Lighthiser, Amy Marchwick, Bryce Maxell, Keiley McGregor, Cara Orban, Dave Ratz, Laura Tretter

#### Guests:

Alex, Amy Conrey Andreas, Denise Ard, Jennifer Ball, Barb, Bobbi, barbara boorman, Katie Boumans (State of Montana, DOJ), James Bowen, Beth Boyson, J. Branch, Crystal Buchanan, Katie Burkhalter, Austin Castle, Carmen Clark, Courtney, Sarah Creech, Dorothy, Micah Drew, Elizabeth, Marylis Filipovich, Robert Filipovich, Kerry Finley, Sam Forstag, Mitch Grady, Lynda Grande, Dave Ingram, Iskelton, Stef Johnson, JFinn, Dylan Klapmeier (State of Montana, Office of the Governor), Lee, Slaven Lee, Matt, Judy Meadows, Lisa Mecklenberg-Jackson, Jodie Moore, Bruce Newell, Jennifer P., Sarah Peterson, Alyssa Ramirez, Heidi Roedel, Kelsie Rubich, Nancy Schmidt, Jacque Scott, Ella Smith, Mark Wetherington, Kirk Vriesman, Zee

Agenda: [Attachment 1](#)

(00:00:02) Call to Order and Introductions

- Changes or additions to the agenda

(00:02:16) State Librarian evaluation –Closed Executive Session, recording paused

### **Business items**

(00:03:25) Consent agenda – Action

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- [October 11, 2023 meeting minutes](#)
- [October 27, 2023 meeting minutes](#)

**(00:03:22) Motion by Tom Burnett to move to accept the consent agenda as is and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(00:04:16) [Public Information Request policy](#) - Action

- Public Comment

**(00:05:12) Motion by Peggy Taylor to move to accept the Public Information Request policy and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

- Budget amendments

(00:06:24) Fiscal Year 2023 general fund reversion-**No Action Taken**

- Public Comment

(00:09:23) [Federation funding increase](#) - Action

(00:10:40) Public Comment

**(00:14:35) Motion by Peggy Taylor to move to reinstate the funding of the additional \$4,000 per federation.**

**(00:15:34) Motion by Carmen Cuthbertson to move to amend the motion by adding “for either funding of trustee travel to in-person federation meetings or funding the fulfillment of the whole board training requirement in the public library standards” and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

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**(00:22:16) Motion by Peggy Taylor to move to reinstate the funding of the additional \$4,000 per federation for either funding of trustee travel to in-person federation meetings or funding the fulfillment of the whole board training requirement in the public library standards and the motion passed.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Nay**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(00:23:16) Final Administrative Rules Adoption

(00:24:21) [10.102.9101-10.102.9106 MONTANA GEOGRAPHIC INFORMATION ACT RULES](#)

(00:24:38) [Public Comment](#)

**(00:28:05) Motion by Tom Burnett to move to accept the MGIA rules and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(00:29:08) [10.102.\\*\\*\\* MONTANA STATE REFERENCE NETWORK](#)

(00:29:33) [Public Comment](#)

**(00:29:40) Motion by Carmen Cuthbertson to move to accept 10-102 MSRN and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(00:30:53) [10.102.\\*\\*\\* DEFINITIONS & 10.102.4003](#)

(00:32:32) [Public Comment](#)

**(00:32:50) Motion by Carmen Cuthbertson to move to accept the DEFINITIONS & 10.102.4003 rules and the motion passed unanimously.**

- **Elsie Arntzen-Aye**

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- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(00:34:12) [10.102.1158 LIBRARY BOARD, GOVERNANCE, AND WORKING WITH THE DIRECTOR](#)

(00:34:43) [Public Comment](#)

**(00:34:48) Motion by Tom Burnett to move to accept 10.102.1158 LIBRARY BOARD, GOVERNANCE, AND WORKING WITH THE DIRECTOR rules and the motion passed unanimously.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(00:35:38) [10.102.1160 PERSONNEL](#)

(00:36:08) [Public Comment](#)

**(01:11:44) Motion Tom Burnett to move to accept the proposed rescinding of 10.102.1160 and the motion passed.**

- **Elsie Arntzen-Aye**
- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Nay**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Nay**

**Chair Scribner called for a 10-minute break until 11:25 p.m.**

## **Discussion items and presentations**

(01:23:12) Network Advisory Council meeting report

## **Standing reports and information items**

State Library Report – Stapp

(01:42:15) [FY 24 Work Plan Dashboard](#)

○ [PDF Version](#)

(01:42:23) [Website broken links report](#)

○ [PDF Version](#)

(01:44:11) [New Human Resources dashboard](#)

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- [PDF Version](#)
- Partner Feedback

## **(01:59:34) Commission Goals and Objectives – Commission**

(02:02:39) [Annual business calendar](#)

- [PDF Version](#)

(02:04:31) [2024 business meeting dates](#)

**(02:11:47) Motion by Tom Burnett to move to approve the 2024 Commission meeting dates with the notation that they can be changed as necessary, and the motion passed unanimously.**

- **Tom Burnett-Aye**
- **Carmen Cuthbertson-Aye**
- **Tammy Hall-Aye**
- **Brian Rossmann-Aye**
- **Robyn Scribner-Aye**
- **Peggy Taylor-Aye**

(02:12:45) [Spring Federation Dates](#)

(02:16:17) Public Comment on any matter not contained in this agenda and that is within the jurisdiction of the State Library Commission.

(02:16:36) Other Business & Announcements

(02:28:47) Chair Scribner adjourned the meeting at 12:37 p.m.

*Minute document created by Genevieve Lighthiser, 12/6/2023.*