



MEMO

To: Montana State Library Commission
From: Robyn Scribner, Chair, Jennie Stapp, State Librarian
Subject: Commission goals
Date: February 12, 2025

The following is a list of goals identified by the Commission at your January 3, 2025 work session.

Priority	Description	Responsible parties	Date due
	Improve relationship and communication between Commission and State Librarian		
	<ul style="list-style-type: none"> Review motions at the end of meetings to check for understanding of the intent of the Commission and their direction to staff 		
	<ul style="list-style-type: none"> Develop minutes that are more reflective of the discussion that occurred during the Commission meeting 		
	<ul style="list-style-type: none"> Update the instrument used for the State Librarian's evaluation 		
	<ul style="list-style-type: none"> Review the State Librarian's job description for accuracy and to update percentages of time spent on various activities 		
	Review the accreditation, certification, and award of continuing education credits for library directors, staff, and board members		
	<ul style="list-style-type: none"> Define the program. Decide on goals for accreditation program. 		
	<ul style="list-style-type: none"> Define the balance for credit needs. Consider what continuing education is truly helping the libraries deliver great service to patrons. What topics are objective? What are subjective? 		
	<ul style="list-style-type: none"> Consider whether credits will only be awarded for items that fall within defined categories and whether MSL will list or award credits for items outside of that definition. 		
	<ul style="list-style-type: none"> Create a study framework for the Commission to review and give feedback. 		
	Support trustee training by identifying baseline data.		
	<ul style="list-style-type: none"> How many trustees are receiving training? 		

	<ul style="list-style-type: none"> How many have earned the voluntary certification? 		
	<ul style="list-style-type: none"> What type of training have they taken? 		
	Shorten the Trustee Manual		
	<ul style="list-style-type: none"> Focus on facts 		
	<ul style="list-style-type: none"> Create supplementary materials for more in-depth topics or best practices 		
	The Chair will improve communication between Commissioners by sharing information from the State Librarian		
	The Commission will discuss the MTSRN and expectations for it to become self-sustaining		
	<ul style="list-style-type: none"> Jennie will share the glide path and original goal for the project to be self-sustaining by 2029. 		
	<ul style="list-style-type: none"> Action item: Jennie will add MTSRN discussion to the February commission meeting. 		
	Commission members will learn about GIS, Lidar, and the mapping services of the State Library		
	<ul style="list-style-type: none"> Staff will provide training suggestions for the Commission 		
	<ul style="list-style-type: none"> Staff will share what other states do and what private industry does. They will include information about private versus non-profit versus the government role in GIS and Lidar work 		
	Reconsider Excellent Library Services Award discussion		
	<ul style="list-style-type: none"> Decide on process and next steps 		
	<ul style="list-style-type: none"> Discuss whether to focus on what patrons get out of library services. How could this be done? Could we have patrons nominate their library? How would that work? 		
	<ul style="list-style-type: none"> Discuss whether to award it periodically and base it on the public library survey and some of the measures within it. Consider giving it retroactively to libraries that show improvement in a particular area. 		
	<ul style="list-style-type: none"> Discuss whether participation rates in Dolly Parton Imagination library could be a way to recognize libraries 		