MSL New Resource Review

August 28, 2025

Webinar Recording

- Recorded on August 28, 2025
- **Watch the Video**

Summary

Purpose of the Webinar

- To introduce new and updated resources available through the Montana State Library.
- To help directors and trustees navigate the MSL website and feel confident using the tools provided.

Policy Development Tools

- **Policy Development Handbook**: Covers how to create, implement, and review policies.
- **Policy on Policies Template**: A customizable document to guide policy-making and review processes.

Handbooks

- **Library Director Handbook**: Recently updated; useful for both new and experienced directors.
- **Public Library Facilities Handbook**: Offers guidance on facilities management, renovations, and planning.
- **Trustee Handbook**: Consolidated into one volume; includes best practices and essential knowledge.
- **Personnel Management Handbooks**:
  - Succession planning
  - Staff onboarding
  - Job description samples
  - Compensation Handbook (linked to the salary dashboard)

Board Meeting Resources

- Info sheets on open meetings, public comment, and the role of the board chair.

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Dashboards

- Easy-to-use data dashboards on topics like:
    - Library statistics
    - Staff compensation
    - Strategic planning support
- Accessible from the MSL homepage.

Lifelong Learning

- Managed by Bobbi Demontigny.
- New tools include:
    - **Beanstack**: A reading tracker for programs like summer reading and 1000 Books Before Kindergarten.
    - **Virtual Trunks**: Plug-and-play program kits.
    - **Fall/Winter Virtual Programming Schedule**: Includes a session on Montana native plants.

The Roadmap

- A tool for libraries that have met public library standards and want to go further.
- Organized around 7 outcome areas (e.g., staff development, programming, funding).
- Available in both visual and spreadsheet formats.
- Webinars and sessions at the Fall Workshop will explore it further.

MSL Learn

- Self-paced online learning platform.
- New and refreshed courses are regularly added.
- Includes quizzes, video clips, and CE credit tracking.
- Requires an Okta login.

YouTube Channel

- Hosts recordings of webinars and short instructional videos.
- No account needed to view.
- Organized into playlists for easy navigation.

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Upcoming Events

- **Roadmap Webinars**: Sept 9 & Oct 7
- **Fall Workshop**: Sept 15–16 in Great Falls
- **Legal Webinars**: Topics include personnel law and executive sessions
- **Federation Meetings**: Various dates in September and October
- **Next Commission Meeting**: Oct 7 in Belgrade

Links from Chat

- Library Development Webpage
- Policy Development Resources
- Facilities Handbook
- Personnel Support Resources
- MSL Dashboards
- Lifelong Learning
- Virtual Programming Series
- Elective Roadmap to Library Excellence
- Roadmap Webinar Series
- https://www.youtube.com/@montanastatelibrary

Questions?

Contact your MSL Consultant