

**Minutes of MSC Executive Committee Meeting
May 3, 2012, 11:00 a.m.
Lewistown Public Library
Lewistown, MT**

1. Roll Call. Present: Honore Bray, Cheryl Hesel, Becky Mosbacher, Libby Wolfe, Donna Worth, Gayle Bacon, Amy Marchwick, Melody Condron, Ken Adams, Mike Price, Sarah McHugh, Sonja Woods, Michelle Cunningham, Mary Kay Bullard.
2. March minutes approved
3. Additions to the agenda:
 - a. Marketing—MSC has money available for marketing; Mike Price suggested the need for a logo; Lisa Mecklenberg-Jackson has headed up an effort to produce a video; Sarah Groves has offered her assistance to the marketing committee.
 - b. Courier
 - c. New schools—Baker Public Schools has applied to join at the school district's expense.
4. Gayle Bacon, MSC NAC representative, report:
 - a. Gayle thanked the MSC for its trust in her by allowing her to serve on the NAC.
 - b. Honore did a great job facilitating the RFP process.
 - c. At the May 15, 2012 meeting, the NAC will discuss the idea that it needs to be a visionary group.
5. School and medium public library representatives:
 - a. Becky reported that an informal survey of MSC school libraries showed a preference splitting the library groups according to grade level; K-12 districts can choose which group they wish to join.
 - b. Schools comprise over 40% of the MSC membership
 - c. Medium public libraries will be defined by the same criteria used by LSTA appropriations, based on patron and item contract. Currently large public libraries are defined as having 100,000 or more records and small public libraries as having fewer than 35,000 with medium public libraries in-between that number.
 - d. A change in the by-laws will have to be presented to the membership three weeks prior to the fall membership meeting.
6. Adding new libraries: Last year, the MSC administrative staff was directed by the NAC to go through the applications and make recommendations to the NAC. This was the process followed for the last group of new library applications.

Honore received a complaint from a NAC member last week about its limited role in approving LSTA funds for new libraries joining the MSC. After hearing of the complaint, it was agreed that Honore would draft a reminder to the NAC reiterating last year's decision.

7. School library growth: The State Library Commission has a concern about the growth of school library membership in the MSC without OPI's funding and support. Honore, Becky, Ken and Sarah met with Colet Bartow and Dennis Parman earlier this year to address this issue. OPI will be asking the legislator to create a new position to provide support for MSC schools.

8. Billings Public Library concerns: Cheryl commended Bill's conscientiousness for following through with sharing his concerns. They are as follows:
 - a. Process for adding new features. An example driving this concern was that Billings lost telephone outreach services.
 - b. Need appropriate balance between adding new libraries and current library support.
 - c. MSC should accept criticism to make better product and provide better services.

Recommendations:

- a. Ken will work with Billings on tech support; Parmlly Billings does have a phone notification system via Unique Management currently in use.
 - b. ½ of Melody's salary is paid by the state library. This includes adding new libraries to the MSC. The NAC has to be involved in this decision.
 - c. MSC Staff would like the opportunity to work with the Billings staff. Ken will approach Bill to make the suggestion for multiple points of contact.
9. Need for MSC Executive Committee to establish a regular, recurring meeting time. Amy will send out a meet-o-matic survey.
 10. RFP status: Vendors were narrowed to four finalists. There was a strong interest in OCLC. Honore suggested that OCLC do a pilot in Montana since the MSC is a complex group. The MSC could help OCLC develop its product. OCLC showed a strong interest in working with the MSC. They were the only vendor to send a representative to the MSC. With proposed upgrades, hopefully in 2013, OCLC would be in a better position to serve the MSC needs.

Syrsi-Dynix has ready-to-go upgrades.

RFP group was a diverse group, which included technical people and public support people.

Bottom line: the MSC will enter a 7-year contract with Syrsi-Dynix. The contract will include an option to leave every year. Recommendation is to go with Syrsi-Dynix and keep an eye on OCLC.

11. Date and location of Exec Summer Retreat: Date will be in August; Location is Helena.
12. Meeting adjourned at 12:45 p.m.