

**Montana State Library Report**  
**Prepared for Fall 2012 Meetings**  
**By Jennie Stapp, State Librarian**  
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[http://msl.mt.gov/About\\_MSL/MSLReport.pdf](http://msl.mt.gov/About_MSL/MSLReport.pdf)

**Goal One, Content: MSL acquires and manages relevant quality content that meets the needs of Montana library partners and patrons.**

- **Digitization Project:** Library Information Services is continuing the fourth year of our on-going project to digitize state publications. More than 16,000 publications are now available online at <http://www.archive.org/details/MontanaStateLibrary>. The publications can also be found by searching the Montana Shared Catalog and WorldCat. Learn more at: <http://msl.mt.gov/digitization/>. For more information about how depository and non-depository libraries may provide more direct access to this digital collection and an even more comprehensive web archive of state publications at [MT.GOV Connect](#), please contact Beth Downs, [bdowns@mt.gov](mailto:bdowns@mt.gov) or 406-444-2870.
- **Montana Field Guide:** Species descriptions for all vascular plants of Montana, used with permission from Peter Lesica's recent *Manual of Montana Vascular Plants*, are being added to the Montana Field Guide.
- **Montana Spatial Data Infrastructure:** MSL Geographic Information continues to manage several geographic information system (GIS) data themes within the Montana Spatial Data Infrastructure <http://giscoordination.mt.gov/frameworkdata.asp>. MSDI work is prioritized per the FY13 MSDI work plan [http://giscoordination.mt.gov/Documents/MSDI\\_FY13\\_workplan/MSDI\\_workplan\\_FY13\\_Final.pdf](http://giscoordination.mt.gov/Documents/MSDI_FY13_workplan/MSDI_workplan_FY13_Final.pdf). Several projects related to the cadastral, hydrography, administrative boundary and geographic names themes are underway at this time.
- **Montana Talking Book Library's BARD online services:** MTBL BARD (Braille and Audio Reading Download) online service (<https://nlsbard.loc.gov/mt1a>) continues to increase in popularity with patrons who have the skills and resources to download.
- The MTBL Digital Duplication on Demand system has been developed by staff. Specific volunteers are now being trained by staff to duplicate an average of 40 BARD titles per week. These are added to the MTBL digital collection and loaned immediately to non-BARD patrons.
- The MTBL local Recording Program has established an intensive digital training process for specific volunteer teams. These teams, specifically the monitor in each team, are learning how to properly markup a digital recording as they record in real time. The first Montana title that will be completed in 2012 is "Hand Raised The Barns of Montana" with others to follow as the training process is refined.

- Additional Twin Vision Braille embossed titles are being added to the collection and made available to schools and students.
- BARD has expanded services to offer online foreign language titles and periodicals. By the end of 2012, electronic Web-Braille will be included on the BARD website. Individual state Talking Book Libraries are developing local content for inclusion on BARD in the future.
- Statewide Databases and Online Services: The 2012-13 suite of statewide databases and online services are available to all Montana libraries enrolled in the [Montana Library Directory](#). Access information, URL's for each resource and support contact information is available in each library's [Directory](#) profile pages, accessible via the library's Directory password.
- The statewide EBSCO databases include the Elite Mainfile primary suite package, the professional nursing database CINAHL with Full Text, the Auto Repair Reference Center and the Small Engine Repair Reference Center.
- "HomeworkMT", available from Tutor.com, is the additional statewide resource within the 2012-13 statewide suite. Live Homework Help Online Tutoring is offered in over 20 subject areas with coverage Sunday through Thursday 2 P.M. to 11 P.M. The ProofPoint Real-Time Writing Center allows student and tutor collaborate in real time on reports, essays and papers for K-12 and College. A SkillsCenter Resource Library offers a library of worksheets, videos and sample problems based on subject (Math, English, Science and Social Studies) for Elementary-High School. The Career Resources Center includes resume and cover letter assistance and interview guidelines.

**Goal Two, Access: MSL provides libraries, agencies, and its partners and patrons with convenient, high quality, and cost-effective access to library content and services.**

- **"DiscoverIt":** [EBSCO's Discovery Service](#) (EDS) provides centralized searching and retrieval capabilities to all Montana library patrons. Patrons are able to search the following resources in a single search: the statewide suite of EBSCO databases, the Montana Memory Project, the Montana Shared Catalog and OCLC's WorldCat.org. EBSCO is currently adding the catalogs of the Butte Silver Bow Public Library, the Lewis and Clark Library and the Great Falls to DiscoverIt, allowing library patrons from the MSC and these three libraries to search across library collections and request materials within a common interface. EDS is available to all libraries in the Montana Library Directory. Each library's individual site information, a customizable search box and a sample press release are available in the library's [Directory](#) profile pages, accessible via your library's Directory password.
- **The Montana Natural Heritage Program** provides many online sources of information for the animals, plants, and habitats of Montana, focusing on those of conservation concern. The **Montana Field Guide** (<http://fieldguide.mt.gov/>) is one of its most frequently consulted resources. Field Guides include the Animal Field Guide, the Plant Field Guide, the Lichen Field Guide, and the Ecological Systems Guide. The Guides provide information on identification, habitat, ecology, and distribution of Montana's wildlife, rare plants, and ecological systems. They contain descriptions, range maps, photos, and animal calls. The Field Guide also includes

reference citations that are built from a WorldCat web service. The citations link to full-text articles when available or WorldCat records to easily facilitate interlibrary loan. In addition, and in response to requests from Partners, portions of the Montana Field Guide are now available for downloading as PDF files for viewing off-line.

- The **Natural Heritage MapViewer** (<http://mtnhp.org/mapviewer/>) is an interactive web mapping service that empowers users to perform a variety of tasks to access and use Natural Heritage information. The MapViewer displays and provides reports for: 1) Land Cover and Ecological Systems for Montana; 2) animal and plant sightings from across Montana; 3) Montana Land Management data (including conservation easements, public lands, and managed areas); 4) thousands of on-the-ground geo-referenced photos; and 5) wetlands and riparian areas.
- **Montana Talking Book Library's patron BARD sign-up project:** Readers' Advisors continue to encourage each new patron to sign up for BARD digital services, as well as existing patrons not yet signed up. In addition, each new and existing institution is encouraged to sign up for a BARD Demo account.
- **The MSL Web presence** is undergoing significant change prior to the legislative session. Using a new content management system called Wordpress existing web pages are being transformed to meet new state web requirements. This process is affording staff the opportunity to evaluate for content and currentness. The former GIS data list is being re-engineered to utilize standardized database driven pages for more efficient delivery.
- **MSL Geographic Information** implemented a new request management system that assigns a primary and secondary staff member each week to manage all information requests. The intent is to provide efficient and effective and consistent service to our patrons while focusing the direction of staff not on call that week priority work plan tasks.

**Goal Three, Training: MSL provides libraries, agencies, its partners and Montanans with appropriate trainings and training resources so that they can make the best use of the resources offered.**

- **Trustee Webinars:** Tracy Cook, Statewide Consulting Librarian, will offer a series of introductory trustee webinars this fall. These webinars are free of charge and will last one hour. The webinars will be recorded so trustees and directors can view them at a later time. Please watch wired-mt as it gets closer to the dates for information about how to register for the sessions.
  - **November 7, 2012 from noon to 1:00pm:** What Is the Job of the Library Board? This webinar will define some commonly used acronyms; introduce the job of the library board; and the role of individual board members, the board itself, and the library director.
  - **December 5, 2012 from noon to 1:00pm:** Relationships, the Law, and Finance This webinar will explore how board members are bridges between the library and the community. It will also look at laws (library or otherwise) that board members should know about, and finally will touch briefly on the financial responsibilities of the library board. Note: more in depth webinars about law and finance are planned for the spring.

- **January 2, 2013 from noon to 1:00pm:** Planning, Policy Making, and Evaluation This webinar will explore strategic planning for the library, how it relates to setting library policy, and evaluating the library. It will also briefly discuss evaluating the library director. Note: more in depth training about evaluating the director will be available next year.

**Goal Four, Consultation and Leadership: MSL provides consultation and leadership to enable its patrons and partners to reach their goals.**

- **Attorney General Opinion Volume NO. 54, Opinion No. 7)** was issued in June. It dramatically impacted the Montana Library Community's understanding of Library boards' authority over library budgets. This opinion held that:
  1. While the City and County have the inherent discretion not to levy mills, Mont. Code Ann. § 22-1-309 clearly provides that the Library Board alone has the discretion to determine how to use unspent funds in the library reserve.
  2. A library board no longer has sole discretion in determining the number of mills that must be levied for support of the library because Mont. Code Ann. § 7-6-4035 clearly provides that the proposed budget and mill levy for each board is subject to approval by the local governing body. Therefore the Library Board cannot require the City or County to levy a certain number of mills in support of the library.
  3. Because the City and County have discretion to determine the number of mills necessary, they do not have to levy a particular number of mills in perpetuity.

When MSL first became aware of the opinion, while it was in draft form, the Commission did submit comments expressing their concern. Based on their comments, the final opinion clarified that the "details of the budget, such as fixing salaries and compensation and prescribing duties of employees, is the sole discretion of the library board, pursuant to MCA 22-1-310."

The opinion has led to many questions regarding its impact at the local level. This impact varies based on how libraries are organized and funded which differs greatly across the state. To help answer these questions, MSL staff and consulting attorney Jim Scheier, drafted a frequently asked questions document that is available online:

[http://msl.mt.gov/For Librarians/For Public Librarians/Library Law/AG Opinions/FAQ%20for%2054%20Op%20Atty%20Gen%20No%207.pdf](http://msl.mt.gov/For_Librarians/For_Public_Librarians/Library_Law/AG_Opinions/FAQ%20for%2054%20Op%20Atty%20Gen%20No%207.pdf).

The Montana State Library Commission and the MLA Board are currently considering if and/or how to respond to the AG opinion. MSL staff conducted research to further understand the history of the statutes in question and gathered information from local libraries about how they are funded and their views on the impacts of the opinion itself. This documentation is available [online](#) and was reviewed by the Commission at their October Commission meeting. At that meeting, the Commission directed the State Librarian to draft a resolution expressing their concern over the legislation and their desire that Montana law be returned to its original form and

intent. This resolution will be reviewed at a teleconference meeting of the Commission on November 7 and action will be taken at their regular December meeting on December 12.

It is important for librarians to review this opinion with library boards and to understand how this opinion may, or may not, impact each local library. Please share your questions and feedback with the State Library.

- **Montana Land Information Advisory Council:** Acting under authority received from an interagency agreement with the Department of Administration, MSL continues to chair and staff the Montana Land Information Advisory Council. This council makes grants available to local governments to support the development of GIS, advises on priorities for the development of the Montana Spatial Data Infrastructure and makes funding recommendations for the use of Montana Land Information Act funds. MSL will support legislation drafted by the Department of Administration for the 2013 Legislative session that would codify these changes.
- **Montana Memory Project:** The Montana Memory Project has its first director, Sue Jackson. As MMP continues to expand, there has been a need for coordinating the statewide project. Sue is working to streamline the application process, leading a review/update of the MMP guidelines, exploring new digital tools and products, and promoting the use of MMP resources. Katie Beall will continue to provide technical assistance and training to support libraries and other organizations with their digitization projects.
- **Montana Natural Heritage Program:** The annual Heritage-Partners' meeting is scheduled for 14 November 2012 at Montana Wild in Helena.
- **Montana Talking Book Library's Patron Outreach Project:** Long term training options for BARD services will be developed through the "Patron Outreach Project" over the next year to assist individual patrons and institution representatives. MTBL short and long term service goals will be developed and accomplished in collaboration with MTBL partners, patrons and volunteers through the "Patron Outreach Project" to educate and meet the information needs of individual patrons and institutions, as well as expand MTBL services to more Montanans.
- **Public Computer Sustainability:** As the BTOP grant enters its final year, the program is focusing on how best to help Montana public libraries sustain public computers and digital literacy programs, which included commissioning a study and report from Montana State University. MSU completed and presented the report titled "[Understanding Cost-Effective Strategies for Increasing Internet Access in Montana Public Libraries](#)" to the Library Commission. The report highlights successful current practices, possible improvements in communication and resource-sharing, opportunities for standard equipment purchases, as well as possible regional and state procurement, staffing, and E-rate strategies.

The report is a conversation-starter providing an academic, economic perspective of the services libraries provide and how that might be done more efficiently. MSL looks forward to getting feedback from public library staff, the Commission, Network Advisory Council, and our communities on the concepts within the report. At present, MSL will work to make information more easily available to library staff on recommended hardware, software, network standards, and bulk purchasing programs.

Additionally, BTOP has contracted with Morrison-Maierle to conduct network health check-ups at 34 libraries. They will look for issues that decrease network performance or increase security risks. Each library will be given a report of findings. The contract also covers the cost for addressing critical findings such as replacing aging equipment or installing virus protection, as well as prioritizing traffic so that administrative needs are not competing for bandwidth used by patrons.

BTOP will continue to focus staff resources on providing digital literacy and technology training, including training on personal devices like the iPad and Nook. Grant-writing technical assistance and library-specific data sheets will also be provided to BTOP libraries.

- **Public Library Statistics in Map Format:** For those of you who prefer to see statistics in a visual format MSL staff have added maps to the online statistics center: [http://msl.mt.gov/For\\_Librarians/For\\_Public\\_Librarians/Statistics/reports/default.asp](http://msl.mt.gov/For_Librarians/For_Public_Librarians/Statistics/reports/default.asp). These maps will allow users to see how they compare to other public libraries across the state. Users can customize the map to see as little or as much information as desired.
- **State Publications Management Plan:** The Library Information Services (LIS) program this fall will publicly roll out a draft of the State Publications Management Plan. This document describes how the state depository library program has evolved to accommodate current state agency publishing practices and the information seeking behavior of state government researchers. MT.Gov Connect is now the primary means by which LIS acquires and depository libraries provide permanent public access to state government information. LIS staff will show select state agencies how this technology provides unprecedented access to their state publications and how any Montana library can become a depository by adopting the MT.Gov Connect search interface.
- **SWIM Project:** This summer twenty of Montana's SWIM scholarship students completed their library education programs: thirteen with Master of Library Science degrees from the University of North Texas (UNT) and seven with school library endorsement credentials from the University of Montana and Montana State University. On August 18<sup>th</sup>, UNT hosted a formal graduation ceremony on the MSU-Billings campus for the MLS students and their families. In total, SWIM has provided assistance to 73 residents of the project's four-state region. The next step for the SWIM librarians is to work two years in a professional position in any kind of library in any of the SWIM partner states: SD, WY, ID, MT.

**Goal Five, Collaboration: MSL promotes partnerships and encourages collaboration among its partners and patrons so that their information needs can be met.**

- **Certification Program:** MSL encourages librarians and trustees to consider notifying city and county officials when they have completed the requirements for certification. The State Library, with permission, can send a letter, or the local library can make the announcement. To further recognize library workers who earn certification, MSL has placed an 'ad' in the MLA conference booklet listing all recent certificate recipients.
- **Courier Pilot:** "Phase Two" of the Statewide Courier Project includes a growing group of libraries served by Critelli Couriers, a Butte based courier service. The project is facilitated by the Butte Silver Bow Public Library. A complete list of current participants can be found [here](#). FY12 LSTA is available to a limited number of identified libraries to temporarily assist with up to six month of startup costs. The selection of these libraries was recommended by the MSL Network

Advisory Council and based on volume, courier activity and geographic area. Contact Cara Orban, Statewide Projects Librarian for more information on LSTA funding. Contact Lee Miller, Butte Silver Bow, for information about the courier project.

- **MontanaLibrary2Go:** Phase 17 libraries go live in MontanaLibrary2Go in early December. These libraries are the Stone Child College Library and the Livingston Park County Public Library. This brings the consortium to 80 libraries. In addition, there were several funding donations towards new content, adding significantly to the selection budget. The statewide selection team rotates the purchasing process monthly, carefully developing this shared collection for all members.

In addition to \$10,000 in LSTA money, a donation of \$5000 from the Friends of the Bozeman Public Library and a \$10,000 Steele Reese grant obtained by Great Falls Public Library were put towards adding e-book titles during the holiday season.

- **Montana Shared Catalog (MSC):** Following a year-long Request for Information/Request for Proposal process, the Montana Shared Catalog elected to continue to contract with SirsiDynix as the vendor of the Catalog's integrated library system. Under the terms of the new contract SirsiDynix included: Enterprise, a new end-user interface, free use of Portfolio (a digital content management software similar to our CONTENTdm software), web services for mobile devices and facebook apps, quarterly authority maintenance updates, reduced costs for adding new libraries, 0% inflation rate for the first year, and 3% or less each subsequent year, an additional API license at no cost and Platinum Customer Support Services.

**Goal Six, Sustainable Success: MSL is a well-run organization and a sought-after employer; it is efficient and effective (measured against partner and patron outcomes), and is successfully engaged in its ongoing mission.**

- **2013 Legislative Session**

The 2013 Legislative Session will be here before we know it. MSL is working with the Governor's Budget Office to finalize what requests may be included in the Governor's Budget. MSL will also support legislation drafted by the Department of Administration that will codify the transfer of authority of the Montana Land Information Act from DOA to MSL.

MSL is also working closely with the MLA Board and Government Affairs representative to finalize MLA's legislative requests. It's not too early to begin talking to your legislators and legislative candidates about the value of libraries and the importance of libraries to your communities.

- **Montana State Library Staff Updates:**

- Cara Orban has been hired as the new Statewide Projects Librarian. Cara has an MLIS from Emporia State University and a BA in English and French from the University of Kansas. Prior to coming to MSL, Cara facilitated the Digital Library of Appalachia project.
- Erin Harris has joined the staff of MTBL on September 10<sup>th</sup> as a new Readers' Advisor and Machine Lending Agent. She has a degree in classical studies from Carroll College. Prior to working at MTBL, Erin was office manager of the Carroll College Student Wellness Center.
- Evan Hammer is now the Digital Information Manager/Chief Information Officer, filling the vacancy left when Digital Library Director, Jennie Stapp, became State Librarian.

- Joshua Dorris, MSL Geographic Information transportation database administrator left the library to take a private sector job in Oregon.
- Sam Suber joined the staff as the metadata/cataloger on June 4, 2012. Sam is a recent MLIS graduate of the University of Illinois at Urbana-Champaign.
- Sue Jackson has added the management of the Montana Memory Project to her position responsibilities and serves as that project's first director. Jo Flick will take over the management of the Montana Certification Program.
- Suzanne Reymmer, Statewide Consulting Librarian, has been invited to serve on the American Library Association's E-rate Task Force. This task force works with the Schools and Libraries Division of USAC to streamline the e-rate process, gather feedback from librarians, and serve in an advisory capacity to other library organizations.
- **Montana State Library Commission (MSLC):** The next meeting of the MSLC will be held on November 7 via teleconference. Meeting materials and information will be posted online at: [http://msl.mt.gov/About\\_MSL/commission/default.asp](http://msl.mt.gov/About_MSL/commission/default.asp).

The next regular meeting of the Commission is scheduled for December 12 in the Montana State Library Grizzly Conference Room.

In August Governor Schweitzer made two appointments to the State Library Commission. Commissioner Anita Scheetz was reappointed to serve another three-year term. Jim Gransbery of Billings, replaces outgoing Commissioner Don Allen. Commissioner Gransbery is a retired journalist who spent nearly thirty years working for the Billings Gazette. We are thankful for the service of all of our Commissioners.

- **Network Advisory Council (NAC):** The NAC welcomes several new appointments this fall. A list of your NAC representatives is at: [http://msl.MT.gov/About\\_MSL/network\\_advisory\\_council/network\\_tf.asp](http://msl.MT.gov/About_MSL/network_advisory_council/network_tf.asp)

The next meeting of the Council is scheduled for November 13, 2012 in the Grizzly conference room at the State Library. Agenda items include a discussion of "pilots, projects and programs" in order to better define LSTA funding priorities.

- **Some Upcoming Library Meeting Dates:**

- October 26, 2012, Tamarack Federation Fall Meeting, Teleconference
- October 28-29, 2012, Academic and Special Libraries Division/Public Library Division Retreat, Chico.

- The annual **MSL Volunteer Appreciation Luncheon** was held on October 11<sup>th</sup> in East Helena to honor the nearly 100 volunteers (most of which volunteer in MTBL). They were recognized for their generous, skilled and outstanding efforts to provide free library services to Montanans.