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## **Fall report talking points for Commissioners and MSL staff**

**September 8, 2014**

### **State Librarian update**

**Contact: Jennie Stapp**

#### **New Commissioners**

- In May the State Library welcomed three new Commissioners, all of whom will be familiar to the library community. They are Aaron LaFromboise from the Blackfeet Community College; Anne Kish from UM Western and retired State Library employee, Bruce Newell. The new Commissioners are hitting the ground running as we continue to prepare for the upcoming legislative session.
- I do want to express our appreciation to outgoing commissioners Lee Miller and Richard Quillin for their years of service to the State Library and the communities we serve.

#### **Executive Planning Process**

- The State Library is pleased that five of our nine EPP requests are approved or are pending approval to be included in the Governor's budget. They are:
  - Water Information System Coordinator
  - Additional funding for our contract to fund the Montana Natural Heritage Program
  - Funding for technology upgrades for our conference room
  - Library Literacy Position
  - Continuation of our one time only funds for the Talking Book Library digital conversion project.
  - The Governor's budget will be released in November. Our budget hearing will be scheduled in mid-January shortly after the start of the Legislative session.
- We are also supporting MLA in their work to continue to tell the story about the value of the increased state aid that we received in the last session.
- The State Library is not requesting any legislative bills this year.

#### **Coal Severance Tax Monies**

- Earlier this summer we reported that we needed to reduce our FY15 Coal Severance Tax spending by 25%. Since that time revenue projections for this funding source have significantly improved. As of August we must now only take a 7% cut equating to about \$42,000. To make

up for this reduction, the State Library and the Office of Public Instruction have agreed to split the cost of our Tutor.com agreement which supports Homework Montana. Long term projections show that coal severance tax revenues will continue to improve so we do not anticipate that we will need to reduce expenditures in future fiscal years. We want to thank OPI for their support of Homework Montana.

**Library Information Services update:**

**Contact: Jim Kammerer**

State Publications Digitization Project

- LIS is continuing the 6<sup>th</sup> year of its digitization project of historic state publications with a \$40,000 dollar budget for FY2015.
- 20,864 items are currently in text archive.
- Earlier this summer staff completed a special scanning project of Montana Water Supply Reports. This is a digital collection of historic United States Department of Agriculture (USDA) publications from the Natural Resources Conservation Service, formerly the USDA Soil Conservation Service and the Montana Agricultural Experiment Station, spanning the years 1951 to 2000. There are several slight title variations in this series: *Montana water supply outlook report; Montana basin outlook report; Water supply outlook for Montana and federal-state-private cooperative snow surveys; Federal-State cooperative snow surveys and water supply forecasts for Montana and northern Wyoming*. The series continues today primarily in a digital-only format and is published monthly January to June each year as the *Montana water supply outlook report*. These reports would be of particular interest to Montanans directly involved with agriculture whose livelihood depends on water.

Montana State Government Information Facebook page

- Earlier this year LIS created a Facebook page called Montana State Library Government Information. It is one of the best ways to stay current with our program. Like us!
- Our current Facebook profile picture features the cover of the 1972 Official Highway Map. This Facebook site highlights a number of quaint photos that can make you nostalgic for the past. Staff posts historical state documents relevant to today's issues, be it transportation, resource development, seeds clouds to induce rain.
- The Facebook site also includes references to current e-government resources to keep you informed about your state government, the data portal that shows distribution of job openings, insurance premiums, newslinks for posting of meeting notices, press releases, etc.

Safari Tech Books

- Just a reminder about the availability for all Montana librarians of the Safari Tech Online collection. Staff will offer a presentation at the fall workshop on this collection.
- Safari Books Online is the premier on-demand digital library providing over 35,082 technology, digital media, and business books and videos online to academic and library users. Browse the

35,000 titles. Give us your recommendations. New titles are rotated into the collection on a monthly basis.

**GeoInfo update:**

**Contact: Stu Kirkpatrick**

Accomplishments

- Assumed state custodianship of PLSS from BLM - CATSPAW
- Replaced outdated strategic plan with a shorter term strategic vision
- Replaced legacy applications – data portal and data bundler

Goals

- Improve flow lines and feature accuracy in Montana Hydrography while still stewarding the National Hydrography Dataset
- Fully implement CadNSDI in the parcel fabric to include boundary data

Challenges

- Make 3-DEP (Digital Elevation Program) work for Montana; find a state elevation steward
- Make statewide master address database relevant with no state next generation 9-1-1 program
- Succession planning within the Geographic Information Program

**Montana Natural Heritage Program update:**

**Contact: Allan Cox**

The Montana Field Guide

- The Montana Field Guide contains a wealth of Montana specific information on Montana's plants, animals, and ecological systems. It provides a valuable resource for anyone wanting to learn about our native species and habitats.

MTNHP MapViewer

- MTNHP released a new version of its MapViewer web mapping, query, and reporting application. This new version is significantly faster and has new easy-to-use features including a new add observation tool. The add observation tool allows anyone to enter animal observations with associated photographs directly into the MTNHP animal observation database. MapViewer contains 1) land cover/land use, 2) wetlands/riparian areas, 3) managed areas, 4) geo-referenced photos, and 5) observation databases. Try the new version at:  
<http://mtnhp.org/MapViewer>

## **Statewide Library Resources Division update**

**Contact: Sarah McHugh**

MSL/MACo/MMIA Library insurance survey:

- The purpose of the survey is to better understand the insurance coverage situations that currently exist in public libraries of various types (city, county, city/county, district, school community), and the insurance needs of public libraries. The survey link is listed here and the survey will continue through September. <https://www.surveymonkey.com/s/LiabilityIns>
- Survey open until end of September. Contact Sarah McHugh if you don't get to this survey in September.

State Aid stories now available for everyone to read:

- Several public library directors around Montana have shared their stories of how increased state aid funding has benefitted their library and community, via the Montana Library Directory. These stories are now accessible in a couple of places within the MSL website. Library directors can read others' stories when they go to the Directory to add their own. Just follow the steps in the Directory under "Access". These shared stories are also available to anyone, through the MSL webpage devoted to public library standards.
- Please continue to share your state aid stories. Doing so on a regular basis will ensure that your stories will be collected and become a vital part of future legislative efforts to retain this funding.

2014 Public Library Statistics

- A reminder that the 2014 Public Library Statistics reporting period is still open. Library directors have until November 19 to submit their annual statistical data through the Montana Library Directory. The collection period is July, 2013 through June, 2014. This year, Statistics Drop-in Online Help Clinics are being offered monthly, on selected Fridays. The next one is scheduled for September 19, from 11-11:30. There is more information about these clinics on the MSL home page under "what's new".

## **Statewide Projects:**

**Contact: Cara Orban**

Statewide Databases

- The Montana State Library is looking at a slight reduction in Coal Severance Tax revenues for FY2015. MSL is able to cover the complete cost of the FY15 contract for the statewide suite of EBSCO databases.
- However, Coal Severance Tax funding also covers the cost of the contract with Tutor.com, the service provider for the Homework MT live online tutoring service. The Montana Office of Public Instruction has agreed to cover half of the cost of this contract for the 2015 fiscal year. The

State Library will continue to manage the contract and provide training and support for this valuable service.

- As a reminder, all libraries in the state of Montana have free access to a suite of EBSCO research databases for all different age groups, and you can find those links customized for your library under “View EBSCO Databases Access” in the Main Menu of the Montana Library Directory.
- You can also find information about Homework MT linked from the Main Menu in the Directory. Homework MT provides live tutoring services and homework help resources to all Montana students at no cost to your library.

#### Discover It

- Online researchers now have the opportunity to find content from two unique Montana resources via Discover It: The Montana State Library GIS Data List and the Montana Natural Heritage Program Field Guide.
- The Geographic Information Systems (GIS) Data List is the Montana State Library’s list of GIS layers it distributes, as well as a metadata repository for GIS layers that have been developed with the assistance of the Montana Land Information Advisory Council.
- The Montana Natural Heritage Program Field Guide is an online resource providing information on identification, habitat, ecology, reproduction, range, and distribution of the species of Montana.

#### MontanaLibrary2Go

- The MontanaLibrary2Go membership is encouraged to submit nominations (including self-nominations) to fill four seats on the Executive Committee:
  - At Large Representative (Two seats)
  - Small Library Representative
  - Large Library Representative
- Three of these will be two year terms. One of the “At Large” seats was vacated by Trista Smith and expires in October 2015. The election will take place online at the end of October. Please contact Cara Orban ([corban@mt.gov](mailto:corban@mt.gov)) or Executive Committee Chair Susie McIntyre at the Great Falls Public Library ([smcintyre@greatfallslibrary.org](mailto:smcintyre@greatfallslibrary.org)) with any questions or to submit a nomination.
- Public libraries are invited to enroll in MontanaLibrary2Go at any time. Please contact Cara Orban for pricing and enrollment information.

#### OCLC Group Services

- As a reminder, the deadline to enroll in OCLC Group Services is Monday, October 6<sup>th</sup>. Enrollment in Group Services includes unlimited access to OCLC’s online cataloging and interlibrary loan services.
- Costs are now based on student FTE or user records (depending on your library type) and WorldCat holdings within each library type group.

- Enrollment is for a period of 3 fiscal years beginning in FY2015 (July 1, 2014). Once you enroll beginning in May, you will remain enrolled through the contract period, and you will be invoiced annually in the fall by OCLC.

#### Montana Makers kits

- The Montana Makers kits outfit libraries with STEAM (Science, Technology, Engineering, Arts, Math) education tools and resources for Montanans to experiment with technology and craft in a way that is not readily available in most communities. These kits are now circulating to libraries for 8 week hosting periods. Any Montana library may apply to host a kit.
- This fall, the kits will be hosted by Butte Silver Bow Public Library, Drummond School Community Library, Glacier County Library, Glendive Public Library, and the ImagineIF Libraries.
- Please contact Cara Orban for information about hosting a kit.

#### Share Your Story

- Share Your Story is an LSTA-funded pilot of the Montana State Library that circulates iPad recording kits to libraries. Hosting libraries will be trained to use and make these tools available to record and preserve their community's stories, which will be made available on the project website. Additionally, themes for discussion will be provided, along with marketing materials and resources to support supplementary programs that libraries could implement "out of the box."
- Missoula Public Library will host a kit this fall in conjunction with its Big Read event in October. They will be collecting oral history interviews with area veterans.
- Darby Community Library will also host a kit and partner with the local student Media Arts program and Silvertops senior volunteer group to collect community stories.
- Please contact Cara Orban or Sara Groves at MSL for more information about hosting a kit.

#### **Early Literacy update:**

**Contact: Sara Groves**

#### Ready 2 Read

- We also recently partnered with Montana PBS, Montana Fish, Wildlife & Parks, and Montana Head Start to produce a series of six videos that support the Ready 2 Read Goes Wild trunk themes: water, creepy-crawlies, owls, tracks, bears, and ungulates. These videos give teachers, librarians, and caregivers a general overview on the topic as well as some pointers about how to teach sciences to little kids. The videos are now available online through the PBS learning portal at <http://pbs.learningmedia.org>.

## **MSC Program Update:**

**Contact: Ken Adams**

### MSC Policies Reorganization

- The reorganization began in January following the recommendation from last fall's MSC membership meeting. Staff are currently in phase 4 of the project. The project includes item type, categories, circ rule consolidation. So far, more than 700 lines have been removed from the circ map. Staff is currently working one-on-one with individual libraries. Completion of the project is estimated by early 2015.
- More information about project is available online through the MSC Reorganization web page: <http://libraries.montanastatelibrary.org/statewide-projects/montana-shared-catalog/reorganization/>.

### 5-year Strategic Plan being developed by the MSC Executive Board

- The Board has a Vision and Mission statement ready for voting at Fall Meeting. Draft with goals and objectives are in progress for voting at Spring Meeting. MSL staff is providing assistance as needed.

### MSC Support Staff changes

- Membership approved fully funding a new staff position. Interviews to fill that position are in progress. Melody Condrón's last day is Sept 19. The search for her replacement will begin ASAP.

### System Information

- The Symphony integrated library system (ILS) was upgraded to ver 3.4.1.5 in August. Version 3.5 is expected in early 2015. The Enterprise search interface implementation is in progress (6 libraries are live and 30 are testing). MobileCirc 0.9 Pilot is in progress with 7 libraries. Full roll-out is expected in December. The BookMyne mobile device app is now available for all MSC member libraries. The Facebook Catalog Search app is installed for 32 libraries. MSC is a primary test site for SirsiDynix's development of the BLUEcloud Analytics product that will be replacing Directors Station. SirsiDynix is currently testing the ILS agent and data extraction process. The application could be ready for beta testing in October.

## **Continuing Education and Training:**

**Contact: Jo Flick**

MT State Library Vimeo Channel: [tinyurl.mslyvimeo.org](http://tinyurl.mslyvimeo.org)

- 70+ Videos
- Search by CE category or MSL program
- CE credit available for viewing archived recordings (search by the originally recorded date in the CE tracker – find this date at the bottom of the description of the video)

Learning Portal: [learning.msl.mt.gov](http://learning.msl.mt.gov)

- Learning resources
- Links to partner learning resources

#### Succession planning

- 2014 training for trustees and directors has focused on planning for leadership transitions at the public library (find all these at [learning.msl.mt.gov](http://learning.msl.mt.gov) – under Library Development tab):
  - Happily Ever After – webinar series with Catherine Hakala-Ausperk on fostering positive and productive director-trustee relations
  - Ensuring Library Leadership Continuity – with H-R professional Jim Nys – webinars on how to prepare for transition and the legal/ethical issues of hiring a new library director
  - The Torch Relay – recorded webinar from Jo Flick that outlines resources available to libraries about preparing for and managing change in management (also available for onsite training as available)
  - Checklist for Hiring a New Director

#### Certification applications NOW ONLINE

- No more printing and collating stacks of CE records, gathering signatures and assembling and mailing packets of information to the MT State Library. You may now complete your certification application completely online in.
  - Be sure you have “claimed” your registration in the Library Directory
  - Login using the ACCESS path
  - Select TRACK CONTINUING EDUCATION & complete your online CE tracker
  - Once you have acquired the number of credits required for your desired certification type and any specializations you would like, select your supervisor (usually the director or board chair) to verify that you have, in fact, attended and participated in the training that you claim, complete and submit your application. Applications are processed quarterly.

#### Montana Memory Project update:

Contact: Jennifer Birnel

#### MMP growth statistics

	Published Collections	Total number of Items	Total number of Pages
September 1, 2011	43	(do not have access to this number in the reports)	271,028
September 1, 2012	48	(do not have access to this number in the reports)	360,349
September 1, 2013	59	(do not have access to this	504,765

		number in the reports)	
September 1, 2014	78	36,649	745,999

#### New Montana Memory Project user interface:

- There is a new MMP interface built in the DNN content management system. The old URL, [www.mtmemory.org](http://www.mtmemory.org) still works, but the new home page is [www.montanamemory.org](http://www.montanamemory.org).
- Searching in the new site is much improved.
- The website sees good activity. The first week of the year was the lowest with 886 visits. The peak was 2,298 visitors. On average the site is visited about 2,000 times each week. The Average session duration is nearly 6 minutes with the visitor seeing nearly 5 (4.79) pages per session.

#### Montana Memory Project social media

- Staff has launched a Facebook page and a Twitter page.
- Facebook fans are mostly women. Staff is reaching men, but they are not following us as often as women. The goal this year is to continue to increase our social media presence and increase engagement with our collections.

#### FY 13 LSTA funded projects

- **Big Timber Pioneer Newspaper Collection**, Carnegie Public Library – \$1000.00 – **COMPLETED**
- **Helena, Montana City Council Minutes, 1881-1970**, City of Helena – \$1100.00 – **COMPLETED**
- **John J. Powers Safety Poster Collection**, World Museum of Mining – \$600.00 – **COMPLETED**
- **Justice Under the Big Sky**, Montana State Law Library – \$500.00 – **COMPLETED**
- The other five are just getting their digital files back from Advantage Companies. These projects will be added to the MMP in the next couple of months.
  - **Photographs of Gallatin County Collection and Documents of Gallatin County**, Bozeman Public Library – \$450.00 (receiving digital files week of 9/8/14)
  - **A Memorial to Louis Piche: The Barber of Drummond Collection**, Drummond School and Community Library - \$350.00 (Training Scheduled)
  - **Missoula County High School The Bitterroot Yearbooks Collection**, Missoula County Public Schools - \$1200.00 (Has digital files, training at the end of September)
  - **Northern Montana College (Montana State University – Northern) Yearbooks**, Vande Bogart Library – \$1000.00 (receiving digital files week of 9/8/14)
  - **Original ABSTRACTS of land deeds in Jefferson County**, North Jefferson County Public Library District – \$700.00 (Has digital files, training soon.)
- In addition to these projects, the University of Montana, The Montana Historical Society and Lewis and Clark County are also working on some new collections.
  - Chippewa Cree Tribe Water Rights Settlement Records - UM
  - Diaries, Letters and Ledgers from the University of Montana
  - Books, Pamphlets and Ephemera from the University of Montana
  - Charles M. Russell Research Materials from the James B. Rankin Collection - MHS
  - Helena Historic District Architectural Inventory Forms – Lewis and Clark County and MHS

## Mountain West Digital Library and the Digital Public Library of America

- All collections have been added to The Mountain West Digital Library and they have in turn been added to the Digital Public Library of America. This partnership has greatly increased the exposure of the MMP across the country.
- This partnership has led to an excellent opportunity to offer training to librarians on how to create and add new collections through the DPLA - Public Library Partnerships Project. This training will likely take place this fall. The final arrangements are still being made.

In November the State Library plans to announce the availability of additional LSTA funds to support digitization efforts.

### **Montana Talking Book Library update:**

**Contact: Christie Briggs**

Hindenberg Audio Book Creator.

- MTBL has licensed the new standard National Library Service recording software known as Hindenberg Audio Book Creator. The new software provides excellent audio production of Montana titles.

Executive Planning Process Request to support the MTBL digital conversion

- Pending final approval from the Governor, MSL will request from the 2015 Legislature continued financial support to convert Montana analog titles to digital format.

The BARD Mobile apps

- The app for iOS devices (iPad, iPhone and iPod) provides access to braille and talking books directly from the National Library Service (NLS) Braille and Audio Reading Download services.
- Improvements to this free APP for the blind and low vision will soon be available to patrons.

Orbit currency readers

- MTBL patrons, having blindness or low vision, will soon receive free Orbit currency readers through an inter-agency partnership between NLS and the Bureau of Engraving and Printing.

### **Marketing update:**

**Contact: Sara Groves**

Legislative Session

- Work is underway to prepare for the 2015 Legislative Session. Staff will co-chair the Library Legislative Night committee. We hope that all our partners will plan to attend. We don't have a date yet, but will firm something up soon so please watch Wired for more details.

MSL Marketing Calendar

- There is now a MSL Marketing calendar that is available for librarians to use. Organized by month, librarians are encourage to access this resource each month to find many great marketing materials that are easy for to use – in many instances, all librarians have to do is download something. Both MSL marketing campaigns and national marketing efforts are highlighted. Visit:  
[http://libraries.montanastatelibrary.org/library\\_development/marketing/for\\_librarians/marketing\\_campaigns/calendar/](http://libraries.montanastatelibrary.org/library_development/marketing/for_librarians/marketing_campaigns/calendar/) to access the calendar.