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# Federation Annual Report

For FY 2012

(July 2011 Through June 2012)

**Federation:** Broad Valleys  
**Coordinator's Library:** Lewis and Clark Library

**Coordinator:** Judy Hart

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Chairperson, Board of Trustees,**  
**Coordinator's Library:** Jesse Franzen

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Coal Severance Tax (CST) Revenue Accountability Report System requires the Federation Annual Report. The report relates to the Plan of Service, which was adopted at the beginning of the fiscal year as a planning document.

## AWARD/EXPENSE SUMMARY

Total CST Award: \$36,779.00

Total CST Expended: \$36,779.00

## EXPENDITURES BY PROGRAM

Program #: Name	Total Expended by Program
Program 1: Continuing Education/Annual Meeting	\$4,899.00
Program 2: Continuing Education Grants	\$9,870.00
Program 3: Technology and Resource Sharing	\$21,210.00
Program 4: Book Discussions in a Bag	No member expenses for this program
Program 5: Administrative Services	\$800.00
<b>Total</b>	<b>\$36,779.00</b>

## EXPENDITURES BY LIBRARY

Library	Status	Total Awarded	Award Expenses	Local Expenses
Belgrade Community Library	Active	\$1,480.00	\$1,480.00	\$0.00
Bozeman Public Library	Active	\$1,480.00	\$1,480.00	\$1,480.00
Broadwater School and Community Library	Active	\$1,480.00	\$1,480.00	\$674.52
Butte-Silver Bow Public Library	Active	\$1,480.00	\$1,480.00	\$597.00

Dillon Public Library	Active	\$1,480.00	\$1,480.00	\$0.00
Drummond School & Community Library	Active	\$1,480.00	\$1,480.00	\$0.00
Hearst Free Library	Active	\$1,480.00	\$1,480.00	\$0.00
Jefferson County Library System	Active	\$1,480.00	\$1,480.00	\$0.00
Lewis and Clark Library	Active	\$7,179.00	\$7,179.00	\$20,914.00
Livingston-Park County Public Library	Active	\$1,480.00	\$1,480.00	\$1,480.00
Madison Valley Public Library	Active	\$1,480.00	\$1,480.00	\$0.00
Manhattan Community School Library	Active	\$1,480.00	\$1,480.00	\$0.00
Meagher County/City Library	Active	\$1,480.00	\$1,480.00	\$320.60
North Jefferson County Library District	Active	\$1,480.00	\$1,480.00	\$532.00
Philipsburg Public Library	Active	\$1,480.00	\$1,480.00	\$0.00
Sheridan Public Library	Active	\$1,480.00	\$1,480.00	\$95.00
Thompson-Hickman County Library	Active	\$1,480.00	\$1,480.00	\$2,348.61
Three Forks Community Library	Active	\$1,480.00	\$1,480.00	\$0.00
Twin Bridges Public Library	Active	\$1,480.00	\$1,480.00	\$157.44
West Yellowstone Public Library	Active	\$1,480.00	\$1,480.00	\$0.00
William K. Kohrs Memorial Library	Active	\$1,480.00	\$1,480.00	\$713.32
<b>Total</b>		<b>\$36,779.00</b>	<b>\$36,779.00</b>	<b>\$29,312.49</b>

## **BENEFIT/OUTCOME SUMMARY BY PROGRAM**

### **Program 1: Continuing Education/Annual Meeting**

#### **Narrative**

This program supports Goals #1 and #2 of the Broad Valleys Federation

Annual Meeting – Members voted to continue meeting once a year for a two-day meeting, location of which is within the boundaries of the Federation. Retreat will include a minimum of two continuing education workshops. Goal: to increase attendance at annual retreat by 10%.

The Lewis & Clark Library will coordinate and pay for the costs of lodging, meals and continuing education presentations. As costs have risen and there is higher attendance at the retreat, the Federation approved an increase to cover retreat costs over last year. The Lewis & Clark Library will receive up to \$4,899 to pay for this service.

Unexpended funds from any program may be redirected. Remaining funds may be used to secure additional continuing education /professional development opportunities, online databases, MontanaLibrary2Go, book discussion kits, or technology that benefits the Federation.

#### **Benefit/Outcome**

The annual meeting is highly anticipated by Federation members. In order to interest and involve Library Trustees, we have continued to offer a training track for Trustees. As a result we have higher participation by our Trustees.

Featured presenter at the Spring 2012 meeting was Harold Blattie, Executive Director of Montana Association of Counties (MACO). He presented a very information and thorough report on library funding.

Learned how to submit electronically, new databases purchased through Ebsco, budget with Harold Blattie, MACO etc.

Orientation for new director.

Program ideas for Books for Babies; information on vendors for book purchases, especially for new Montana Room.

Network of assistance for new Director.

Harold Blattie was extremely helpful and knowledgeable regarding library finances and reporting.

A demonstration and hands on training with customizing our our library reporting stats was extremely valuable. Tracy Cook, Montana State Library Consultant created this presentation.

A refreshing overview of how Federation funds can be spent, why we have them, and their purpose was well presented by Suzanne Reymer.

Very useful information!

### **Program 2: Continuing Education Grants**

#### **Narrative**

This program supports Goals #1 and #2 of the Broad Valleys Federation. Each library will receive a direct grant of \$470.00 to be used to provide continuing education to librarians and trustees, at the discretion of each individual library.

Unexpended funds from any program may be redirected. Remaining funds may be used to secure additional continuing education /professional development opportunities, online databases, MontanaLibrary2Go, book discussion kits, or technology that benefits the Federation.

### **Benefit/Outcome**

Kathleen Knack attended April 11, 12, 13, and the morning of the 14. The work shops were wonderful. I earned 14.5 hours in continuing education. Net working with others is always helpful and fun.

This is an opportunity for continuing education that our library wouldn't be able to provide our librarians without the federation money. The meeting allows librarians to network with other libraries and learn about programming and technology that benefit all of the patrons. Conferences renew energy and motivates librarians.

I learned how to set up an early literacy center for my youngest patrons. They taught us how to better prepare them for kindergarten. I felt this was very important because me community does not have a head start or preschool program. I also attended classes on teaching the people in my community how to use computers, e-mail, digital cameras, etc. We have had three senior computer classes, all of which have been well attended. The librarians were able to network with one another and give each other ideas on how to make the most of our lowering budgets. This conference is so important to many rural libraries! Many of us may not have been able to become certified, if it was not for this extra money. Last night at the June meeting as we were discussing the final proposed budget and the process over the next few months the board used the hand out from Harold Blattie's class on budgetting to check and understand what we were doing and why. When I mentioned putting in this report the board also asked me to mention an excellent class they took about how to make meetings legal/effective. They also mentioned how difficult it was, as board members, to be able to take continuing education and to meet and connect with other board members--now they count on the BVF March meeting to fill that need and look forward to it each year.

From the librarian perspective the training on pulling together numbers from the state annual statistics helped us to catch and correct some errors that were in our data and helped us put together an even more effective annual report. It will be a great tool to track our progress over time!!

Continuing education is vitally important for all library staff. It ensures they are updated on new technology and other issues related to their jobs, so they can improve service to the community. By attending this year's MLA conference, new ideas were obtained for successful children's programs and to encourage early literacy. In addition, more innovative ways to manage library services in a depressed economy were learned, focusing on doing different with less, rather than the impossibility of doing more with less.

The is the first conference I have been to in a long time where every workshop was beneficial. I attended workshop on catalog settings and have been putting what I learned to work each day. The "What's New in Literature" was once again very informative. I used the recommendation from this workshop to order new juvenile books for the summer reading program. The customer service workshop had many ideas to implement in my library and the information about library districts was invaluable. My patrons look forward to my return

after the conference as I have lots of new ideas to share.

Without this money I would not be able to attend the annual conference. Every year I bring back information that not only helps me run the library, but also ideas that help me streamline some of my tasks. All the educational opportunities from either the state library or MLA truly help me become a better librarian.

1) Trained on online Public Statistics website. Library Director came back and used information on the website to update the library's brochure (which is made available to the public) and researched numerical data on registered borrowers, circulation, annual internet usage, interlibrary borrows/loans, etc. to include in the brochure. Public has been educated on library usage statistics and it has opened up dialogue with patrons on ways the library serves the community.

2) Harold Blattie's library funding session gave a refresher and the information has been applied in board meetings, budget preparation, transfer of funds to Library Depreciation Fund as well as being a quick reference to sections of Montana Code for use as needed.

3) Being able to use smart phones at the session in exercises allowed hands-on use which was then applied back at the library assisting patrons with their electronic devices. Tech trends information has been shared with patrons to educate them on sites available. Library website has been updated to provide quick and easy links to MSL products, library QR code, and other information all spurred by information presented at the workshop. Library is now part of MontanaLibrary2Go and actively training patrons on electronic download of books and use of Kindles, Nooks, and other devices. Shared prez.com with a patron engaged in developing presentations for their business. The Infrastructure-Platform-Applications-Services model shared by Andrew Pace provided direction for use in preparing short range goals for the library.

4) This training provided a connect to other Library Directors and excellent leadership training. Inspired new focus and vision for library administration and planning. The director and board get a lot of networking done at conferences. It also offers many workshops that we attend that help us receive CE credits. It also gives us the opportunity to network with other libraries

Workshops and networking at annual convention

Learning new things and old laws of library profession

Professional development for Library Director

Director attended fall meeting and was updated on EBSCO and consortium activities.

First time able to bring library assistant. Affording our library to have two staff members how to do e-book downloads, along with each librarian attending 6 workshops which brought us an immense amount of knowledge to start, finish or continue our programming efforts.

To receive training and network with librarians and MSL staff involved in the Montana Shared Catalog consortium. Besides gaining information on the upgraded circulation system, the library director was able to attend discussion on MontanaLibrary2Go.

The ETC (Educator's Technology Conference) sponsored by Blackfoot Telecommunication in Missoula, MT is an amazing opportunity to learn about new technologies for all educators, including teacher librarians. The knowledge I gained will not only help me in the classroom but with all patrons as well. I gained confidence in many different technologies including online reading incentives, electronic reading devices, and tools that have been used in our adult programming, presentations, and book clubs.

The ETC (Educator's Technology Conference) sponsored by Blackfoot Telecommunication in

Missoula, MT is an amazing opportunity to learn about new technologies for all educators, including teacher librarians. A Board of Trustee member who is also a retired teacher and technology volunteer at the library was able to attend the conference. She was able to attend sessions about many different technologies including online reading incentives, electronic reading devices, and tools that have been used in our adult programming, presentations, and book clubs.

Trustee Chairman and library director were able to attend the Federation meeting in Butte. Both acquired knowledge in County laws, writing mission statements, filling out MSL Expeance and Continuing Education forms and networking with librarians and trustees from our region.

The increases in hardware and the need to add tech classes a new position was created and an in house staff member was promoted to insure the BTOP program will be successful. Many workshops and/or training sessions offered, provided enhanced customer service to our library patrons as well as each other. It also rejuvenated staff, from which we all benefited.

Classes in, among other things, volunteer recruitment and management, various administration topics, maintenance planning and computer classes will enhance the management of the library.

The conferences availabl to librarians throughout the year are not only valuable for the information gathered and the opportunity to stay current but imperative for the networking with other librarians. Keeping the communication open between Montana library workers ensures that we are all benefitting from a "collective consciousness" and pool of resources. The conferences availabl to librarians throughout the year are not only valuable for the information gathered and the opportunity to stay current but imperative for the networking with other librarians. Keeping the communication open between Montana library workers ensures that we are all benefitting from a "collective consciousness" and pool of resources. Town Librarian Trudy Dundas attended the fall MSC meeting and training where and participated in the following workshops:

Tips and Tricks; Things you may not know about the Symphony ILS,Inventory; Best Practices, and Inter Library Loan; Best Practices. These workshops help Trudy perform her job in a more efficient and knowledgeable manner which benefits Manhattan Patrons.

Trudy also used education funds to attend the MLA conference in Big Sky. This gave Trudy a chance to network with her colleagues and learn about what is new in the library world. She attended workshops and meetings that will benefit library patrons because Trudy gained knowledge about best practices and how serve library patrons more efficiently. She also was familiarized with what is new and upcoming in books and digital media.

The biannual Public Library Association Conference is considered one of the best conferences for public librarians nationwide.

Sessions offered fell under the broader categories of Administration/Management, Collection/Tech Services, Facilities,Leadership, Marketing/Fundraising/Partnerships, Serving Adults, Serving Youth, Staffing and Technology.

Sessions such as getting eContent to Your Customers, Successful Summer Science Clubs for Children, Creating a Virtual Orientation for New Staff, Tools for First Responders on the Library's Front Lines, Libraries, Multimedia, and Technology, and Engaging with Teens on a Shoestring Budget are just a small sampling of sessions offered.

The Lewis & Clark Library implemented a new performance evaluation system as a result of

one of the sessions. This new approach involves more informal conversations throughout the year, and involves much better interaction between employee and supervisor. The Library is already experiencing a positive reaction to the process, both from supervisors and employees. We have been asked by others about this process and are sharing our experiences and the benefits of the new approach.

Mitch attended training sessions relating to the operation of the library.

Staff plans each session according to their specific area of expertise (i.e. childrens programs, technology, cataloging materials). We meet as a staff afterward and share what we have learned. Each staff person submits a summary of what they have learned. The \$470.00 helps defray the cost of registration for the MLA conference. Each staff person signed up for sessions germane to their work. We were trained or learned new methods for our summer reading program and weekly story times. This will help us design and continue these highly attended programs. Other ideas came for technology implementation, to better serve the public. A class on K-12 Literatue helps with collection development so we have items on the shelf that are quality literature with high reading interest. Homework MT class helps us guide students and partents/guardians using an online resource with live tutors. \$470.00

This money enabled Director Marie Habener to attend the Spring Broad Valleys Federation meeting in Butte. Expenses for this meeting should be considered a part of Program 3 - Continuing Education. Reduced funding of Dillon Public Library's budget threatens to eliminate funds for travel. This meeting is critical for Dillon Public Library to be aware of what is going on with other area libraries and to network with other library directors in the Federation, but also in our area borrowing group - MSC 4 Rivers.

This money enabled Director Marie Habener to attend the Fall Shared Catalog meeting. Reduced funding of Dillon Public Library's budget threatens to eliminate funds for travel. This meeting is critical due to the contractual obligation to attend the Shared Catalog Meetings.

This money also enabled Director Marie Habener to attend the Ready to Read Rendezvous. Attending the Rendezvous provided the education for Marie to continue to contribute high quality early literacy programs for the Dillon and Beaverhead County areas. The Rendezvous provided not only the reasons for developing such programs, but also the inspiration for doing so. As a result of attending the program, Dillon Public Library received a high-quality set of building blocks, the value of which more than covered the expense of the trip to the Rendezvous.

Dillon Public Library Trustees have not taken advantage of many of the Trustee trainings put on by the Montana State Library. A well trained trustee is essential for the benefit of the Library. Had the money from this fund not been available, we would not have been able to afford to send Dan to this training opportunity.

Dillon Public Library Trustees have not taken advantage of many of the Trustee trainings put on by the Montana State Library. A well trained trustee is essential for the benefit of the Library. Had the money from this fund not been available, we would not have been able to afford to send Jodee to this training opportunity.

This money enabled Director Marie Habener to attend the Spring Shared Catalog meeting in Lewistown. Reduced funding of Dillon Public Library's budget threatens to eliminate funds for travel. This meeting is critical due to the contractual obligation to attend the Shared Catalog Meetings. The remainder of our Broad Valley continuing education funds (46.50) helped deflect the total cost of the trip (\$456.28).

## **Program 3: Technology and Resource Sharing**

### **Narrative**

This program supports Goals # 2 and #3 of the Broad Valleys Federation. Each library will receive a direct grant of \$1,010.00 Monies will be used for technology related expenses. Emphasis will be on technology that strengthens federation-wide access. Additional emphasis will be on federation wide resource sharing and document delivery. Monies received in this category will be expended for such things as hardware, software, OCLC expenditures, statewide database expenditures, virtual reference, and shared catalog expenses.

Each member library may designate some or all of their technology funds for Federation wide purchase of Heritage Quest.

Unexpended funds from any program may be redirected. Remaining funds may be used to secure additional continuing education /professional development opportunities, online databases, MontanaLibrary2Go, book discussion kits, or technology that benefits the Federation.

### **Benefit/Outcome**

The e-readers directly benefit our library users but because of their expense, it is important to provide a protective cover to extend the length of their use.

E-Readers are a new technology that our patrons are very interested in and we are excited to be able to offer use of 2 Kindles to our patrons. As a test, we are primarily sharing with members of the book club. This also allows us the experience to participate in discussions among Federation libraries concerning issues of technology, copyright, and improving services to our patrons.

The Montana Shared Catalog is a tremendous asset to our patrons. Not only does it make their reading and information searches electronically accessible 24/7, but it allows patrons to reserve items from any of the Gallatin County libraries, which creates an ability to receive materials from Bozeman, Three Forks, West Yellowstone and Manhattan libraries. Patrons can also search databases for accurate and up to date periodical information, get help through HomeworkMT, and access the wonderful resources from the State Library. The Montana Shared Catalog has opened up another tremendous area of access through the Belgrade Community Library.

Being in MSC allowed us to join the 4Rivers Sharing Group.

Our patrons love being able to place holds from home on items from the different libraries. Increases items available to our patrons.

We need to provide fast internet service to all patrons. Our patrons can get free wireless service even in the parking lot. We still have a great deal of slow internet service in our area and this provides a fast and free service that many of our low income community couldn't afford on their own.

This service provides our patrons as well as the patrons in other libraries worldwide the opportunity to share resources. Library patrons aren't limited by the collection just in their library. They can get materials from any and every where.

Patrons can access reference information from their homes at any time of day or night. Many students have used World Book Online to finish their school reports and research. Our genealogy group loves being able to access their research at home. Many of them spend hours working on research and they would not be able to complete their work within the



computer time allotted to them at the library. They use the library's website link to access Heritage Quest from their computers at home and can spend as much time as they need without the worry of being "kicked off" the computer.

The money that the Clancy Library gets from the state grant means that North Jefferson County patrons have access to the latest and most powerful technology in library resource sharing--the MyMontanaLibrary2Go statewide project. It has brought in non-library users and radically expanded the number and the way we serve our patrons. We have kids, that wouldn't normally read, reading because their ereader is cool and techie. We have moms, who carry very heavy bags, can't keep track of due dates, and usually only have one hand to do anything with, who are reading with ereaders because we provide the books for free! We have older folks who are inheriting their children's/grandchildren's last generation ereader, who now can read because they can dial up the font size. This is huge--and the library would not be able to buy in to this service without the federation grant. THANK YOU!!

Everyone LOVES to learn about where they came from, who their ancestors were and what their lives were like--however, doing one's genealogy requires a great deal of skill and knowledge as well as access to specialized materials. I've tried to use interlibrary loan to fill these needs, but libraries are loath to lend expensive and irreplaceable genealogies. Heritage Quest is perfect. It is pretty easy to learn and navigate, provides extensive resources, and isn't intimidating. HQ has also built an amazing little community to share knowledge and help contributors learn and share. Clancy Library is able to participate in funding this statewide project in part due to the monies it receives from the state federation grant. Thank you!!

Continuing to add our records to OCLC and improving our existing catalog records enables our library to make more of our collection accessible via inter-library loan. This improves patron service for all libraries and benefits all Federation members with more cooperative resource sharing.

The shared catalog is definitely a plus for my patrons. Without it I know our patron and circulation numbers would be much lower. Since building our library website, the catalog is one click away for my online patrons. Several older patrons commented they were able to place holds and when they were called to pick them up it was a very productive trip especially if there was nasty weather outside.

The great service we are able to provide to library customers is number one benefit of this funding.

We now have patrons who rely on us to find those rare items through interlibrary loan for them. One gentleman this past year shared how he had tried for years to obtain a copy of a particular book and told us he would not be disappointed if we were not able to fulfill his request. We not only found the book but were able to renew the item for him while he completed his research. Another believer!!

This system allows for such quick search and retrieval of items for patrons. This keeps patrons satisfied without long waits while we try to locate material on the shelf.

The library borrowed 587 and loaned 332 books last fiscal year. This is praised by patrons continually who really value their library at work for them. I received a handwritten letter from a library in Pennsylvania thanking us that we would actually loan two of our older children's books to a library so far away. The elderly patron had read these books as a child and was so grateful for the opportunity to be able to hold them in her hands and read them once again.

There are many benefits from belonging to these two services. They help keep track of our collection and how to manage what we have. With Director's Station we have access to all the library owns, right down to the the cost of all the collections.

Benefits are better library operation and availability of materials for patrons.

Patrons have an automation system, all the MT State Databases, latest computers and printers. Patrons can borrow Kindle and laptops!!!

Drummond School & Community Library has begun plans to participate in the Montana Memory Project. A flatbed scanner has been purchased to begin scanning archival material from the library and local patrons to share with the MMP. After visiting with State Librarians and attending a workshop at Montana Historical Society, DSC&L will follow the steps to submit a plan and inventory items for a collection.

With the purchase of the iPad2, the Drummond School & Community Library hopes to have its staff emulate the use of current technology and share that with its patrons. We also purchased interactive picture books for our Story Hour (which currently boasts between 12-45 regular attendees between the ages of 2-7). It will also be a benefit to our staff as a mobile device for viewing reports rather than printing and wasting paper. For instance, daily Onshelf Holds reports, Weeding lists, and display lists can be used from the device.

The Drummond School & Community Library joined MontanaLibrary2Go in December and plan to use the MP3 Player for staff to learn to download material from the new service and for patrons to borrow as a service of sharing.

Patrons and students frequently save information onto the computer but do not have their own device to transfer the information. Since these external drives are universal, library is offering a service to patrons who may borrow the device to transfer their material to a disc, or laptop, etc.

We continue to benefit from the many advantages of being a member of OCLC OCLC original cataloging, provides access to rare items which is beneficial to all; and EMS (Events Management Software) manages the use of our public meeting rooms for which county and state-wide libraries have used for training sessions throughout the year.

Funds contributed to the key programs for the Library

Purchased wider monitor for accessible PAC, allowing larger print/lower resolutions browsing for patrons with vision problems.

Ease of accessibility for patrons with vision problems.

Allows restoring of PAC settings for easier management of network, and more allowable freedom for patrons.

Replacement of old circ desk tower, which will be erased and reloaded as PAC.

Membership in OCLC allows the library to maintain the most accurate cataloging records by having access to the collective cataloging records. It also allows us to access, for our patrons, the holdings of other libraries around the country and therefore expand their library experience outside the walls of their library.

Many of our patrons live many miles from the library building and find it difficult to come into the library to get books; for them, accessing electronic materials from home is a huge benefit. With the increasing popularity of e-readers, even local patrons are enjoying the benefits of this access. Additionally, in Montana, there is a great deal of open space and a lot of time spent behind the wheel of a vehicle for many patrons; these people enjoy the access to audio materials provided by ML2Go.

Manhattan Community School Library Patrons enjoy checking out digital materials. The MtLibrary2Go service keeps the Manhattan library relevant and up-to-date. People are thrilled when they find out that they can check out audio materials for their MP3 player and e-books for their reading devices.

Manhattan patrons benefit greatly by being part of the MSC. One of the benefits patrons most enjoy is the ability to place holds and borrow materials from our partner libraries. OCLC and services such as WorlCat and full cataloging are invaluable to the sharing of resources. Interlibrary loan through WorldCat is a valuable tool and resource for our patrons, many of whom use the system to make ILL requests on their own.

As a member of OCLC, member libraries are given a means to share their library's collections and resources through OCLC's online ILL system.

A reduced FY 11/12 budget for Dillon Public Library created the necessity of using the technology and resource sharing funds provided by the Broad Valleys Federation to pay for our membership in the Montana Shared Catalog. (Total cost for DPL to belong to the shared catalog was \$1,018.39.) Belonging to the shared catalog is absolutely critical to functioning of Dillon Public Library. The shared catalog provides our library with a more sophisticated library system than we could ever afford on our own. Training and support for the catalog is another expense covered by this money that is critical for DPL.

## **Program 4: Book Discussions in a Bag**

### **Narrative**

This program is originally a result of carry-over funds from FY2005 and now covers less-than-anticipated expenditures in all program areas. The Book Discussion in a Bag program was established in March of 2006 and is now being utilized by the members of the Federation. Unexpended funds may be used to purchase additional titles; Federation libraries submit their title suggestions and titles selected will be taken from this list.

### **Benefit/Outcome**

## **Program 5: Administrative Services**

### **Narrative**

Broad Valleys Federation of Libraries will provide to the Lewis & Clark Library a stipend of \$800, which will be used to defray the costs of coordination of the Federation activities

### **Benefit/Outcome**

Lewis & Clark Library, Coordinator of the Broad Valleys Federation receives a stipend of \$800, which is used to defray the costs of coordination of the Federation activities. In FY2012 some of these funds were applied to the BVF Spring Retreat. As attendance at the retreat grows, so do costs and the stipend absorbs those costs.

In addition to the Spring Retreat, the administrative fee covers costs of mailings, long distance calls and general BVF business. With Federation funds we have been able to build greater participation in training for both trustees and librarians, provide networking opportunities and promote resource sharing.