

**Federation Annual Report
FY 2016
July 2015 Through June 2016**

SIGNATURES

Federation	Pathfinder
Coordinator's Library	Chouteau County Library
Coordinator	Debbie Wellman
	Signature _____ Date _____
Chairperson - Board of Trustees	Ron Young
	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: \$27,269.56
Total CST Expended: \$27,269.56

EXPENDITURES BY PROGRAM

Program 1 - Resource Sharing	\$8,213.64
Program 2 - Continuing Education	\$6,544.44
Program 3 - Communication/ Pathfinder Meetings and Workshops	\$2,587.43
Program 4 - Technology	\$8,391.78
Program 5 - Administrative Services	\$1,532.27
	Total: \$27,269.56

EXPENDITURES BY LIBRARY

Library	Status	Total Award	Award Expenses	Local Expenses
Belt Public Library	Active	\$1,710.26	\$1,710.26	\$400.55
Blaine County Library	Active	\$1,710.30	\$1,710.30	\$944.19
Choteau/Teton Public Library	Active	\$1,710.30	\$1,710.30	\$112.82
Chouteau County Library	Active	\$3,342.93	\$3,342.93	\$0.00
Conrad Public Library	Active	\$1,678.03	\$1,678.03	\$1,134.68
Dutton/Teton Public Library	Active	\$1,710.30	\$1,710.30	\$0.49
Fairfield/Teton Public Library	Active	\$1,710.12	\$1,710.12	\$0.00
Glacier County Library	Active	\$1,710.30	\$1,710.30	\$0.00
Great Falls Public Library	Active	\$1,710.30	\$1,710.30	\$39,076.70
Harlem Public Library	Active	\$1,710.30	\$1,710.30	\$1,155.05
Havre-Hill County Library	Active	\$1,710.30	\$1,710.30	\$1,710.30
Liberty County Library	Active	\$1,710.30	\$1,710.30	\$3,658.90
Toole County Library	Active	\$1,710.30	\$1,710.30	\$197.72
Valier Public Library	Active	\$1,710.30	\$1,710.30	\$0.00
Wedsworth Memorial Library	Active	\$1,725.22	\$1,725.22	\$0.00
	Totals:	\$27,269.56	\$27,269.56	\$48,391.40

PUBLIC VALUE SUMMARY BY PROGRAM

Program 1 - Resource Sharing

Narrative

Member libraries will be reimbursed to pay for OCLC service through the Montana contract with OCLC. Members can also use funds to support other resource sharing functions and/or projects.

Program activities:

- 1) Fund OCLC subscription
- 2) Purchase databases
- 3) Fund participation in Montana Shared Catalog and/or other statewide projects

Public Value

Choteau/Teton Public Library - Allows us to continue providing up-to-date information on materials for our patrons. Permits our patrons to request and receive Interlibrary Loans via WorldCat ILL.

Dutton/Teton Public Library - OCLC helps the library assist patrons in the ability to request materials from other libraries through Interlibrary Loan, obtain accurate cataloging records for materials added to the library's catalog, among other services.

Toole County Library - This database enables our community of patrons the ability to inter-library loan material not available at our libraries.

Valier Public Library - OCLC enables us to have the most current item records for our patrons.

Liberty County Library - OCLC has a significant impact on our patrons. With the click of a button, our patrons can access materials to assist with research at home or from their work place. This is definitely a time-saving device and can be accessed from their work computer or from their phone devices.

Wedsworth Memorial Library - OCLC services are essential for a library's operation. Without out these services it would be almost impossible for a library to operate. Helping a library with the cost of OCLC enables the library to provide other essential services to their patrons.

Harlem Public Library - Our library could not run without the Montana Shared Catalog! We benefit greatly from the helpful staff.

Glacier County Library - OCLC services enable our patrons to receive interlibrary loans on a very timely basis. In a very remote area where resources are limited, we are able to open up the world to our patrons through using this service. We many times receive requests for obscure books that are not something we would have the finances to purchase for our library system, so to be able to provide that book or information to our patrons is invaluable.

OCLC also provides access to the cataloging records that may not be otherwise be available in our shared catalog system, so that I can catalog books for our patrons in a timely manner.

Fairfield/Teton Public Library - Better serve our many patrons that copy and fax.

Harlem Public Library - Our contract with OCLC allows us to lend and borrow materials through interlibrary loan. Because we are a small library it is impossible to purchase all materials needed by our patrons. So through interlibrary loans we are able to obtain the requested titles. We are also able to loan materials to other libraries that request them. This is also useful to see materials first hand and then purchase them if we feel the items would fit in our collection. During the FY'14-15 our library borrowed 112 items and loaned 86 items. OCLC also assists with cataloging.

Chouteau County Library - This allows our patrons to have easy access to the catalog and also makes cataloging easier for librarians

Valier Public Library - Overdrive is very important to our patrons as we are a small library with limited

funds. Overdrive offers a large range of materials especially enjoyed by our farmers and ranchers.

Great Falls Public Library - Build local database with downloading of records; provide functionality for sharing library materials across federation, state and nation

Blaine County Library - Cataloging and resource sharing with other libraries.

Toole County Library - Inter-library loans are the epitome of resource sharing. We loan and we borrow and that is what it's all about.

Program 2 - Continuing Education

Narrative

Continuing Education improves information delivery and library service to all Montana citizens. It allows small rural library staff members to reach out, learn, change and plan.

Program activities:

- 1) Travel and registration expenses to attend Montana Library Association meetings and/or other established state, regional or national library learning events.
- 2) Librarians share the learning from CE and training events with other Pathfinder librarians at Federation meetings.

Public Value

Valier Public Library - It is important to know you are not alone when dealing with library issues. Forming a support system to help each other and exchange new ideas and resources.

Harlem Public Library - The library staff received continuing ed. credit through the workshop offered by the Montana State Library. This workshop offered valuable and useful information that can be applied directly to the operation of the library.

This year we learned how to deal with difficult patrons and situations at the library. We also obtained information on being ADA compliant which we will use when we do a small remodeling project at the library. The workshop on Embracing Identity in Libraries offered ideas to use with the board of trustees, stakeholders and other groups. The staff also learned about the trends and future of library collections. Attending the fall workshop is always a hi-light for us and a way to keep connected with the state library staff and other librarians from around the state.

Wedsworth Memorial Library - The trustee is a brand new member of the board and unfamiliar with Library policies, events and all the goings on of a library. This training was essential for her to learn about her responsibilities and how a library runs. She said she was overwhelmed with all the knowledge she gained and did not know how difficult it was to run a library and remain within the law and commented that there sure is a lot more to running a library than checking out books.

Wedsworth Memorial Library - It is important for Library Directors to interact with other Library Directors. One talks directly to another Director and has the advantage of understanding how other libraries function, how issues are and handled. The training is directed towards the Directors and is more relevant. There is a smaller group and it makes it easier to network. There is great info gained just by listening to Directors talking one on one and asking each other questions.

Wedsworth Memorial Library - This is a new trustee that is eager to learn all there is to know about the best way to be an asset to the Library Board, the Library and the community. She has learned so much and did not realize how much work, the laws governing a library and etc. that there was to running a library and wants to learn more in order to provide better services. A better informed board member can only make better decisions.

Wedsworth Memorial Library - It is imperative for library personnel to maintain up-to-date knowledge about the library world, whether it is the law, better way to repair a book or new technology. By attending training conventions and obtaining more knowledge personnel will be able to perform their jobs better and thereby be able to provide better services for the patrons.

Dutton/Teton Public Library - Webinars are a benefit to the library, as staff is able to learn new ideas and utilize this for patrons and communities.

Fairfield/Teton Public Library - For our many patrons that fax and copy.

Toole County Library - Attending Fall Workshop and attending classes is beneficial to librarians who need to keep on learning. This event is very worthwhile.
(Mileage, motel and meals)

Toole County Library - Branch librarians need this education. This workshop is very well done by the MSL staff. It is a pleasure to attend.

Glacier County Library - We have several fairly new staff members who had never attended any in-person training or workshops. This was an excellent opportunity for them to get to know staff from other libraries and to further their knowledge. This was the first time our library board had agreed to close the library to enable staff to attend an out of town training. It was a team building experience for our staff, and our patrons are reaping the benefit of the added professionalism that the training brought to our staff.

Dutton/Teton Public Library - Continuing Education is beneficial to the staff, patrons, and community as a whole. The ability to learn new techniques and ideas is important to the library.

Dutton/Teton Public Library - Continuing Education is an integral part of the day to day running of a library. The ability to afford quality learning experiences is a success for librarians and helps the staff maintain services for patrons.

Dutton/Teton Public Library - Learning the proper ways to weed a collection is important for a library to keep materials relevant and interesting. Continuing to learn new techniques for supervising staff is a major task for library directors.

Chouteau County Library - This allows Librarians the opportunity to attend Fall workshop to connect with other librarians and get continuing ed. The classes offered are the workshop are always of high caliber.

Valier Public Library - It is important that trustees understand the whole library environment in order to make informative decisions on behalf of the library.

Valier Public Library - It is beneficial for trustees to attend Conferences to have a total understanding of the library world and how to make informative decisions.

Havre-Hill County Library - Continuing education for the library staff allows us to provide our best and most knowledgeable service to the public. This is especially important as technology continues to change and move forward. Meeting our fellow librarians at these conferences is also an invaluable benefit to our community; we collaborate with our peers and learn so much from them.

Valier Public Library - MLA offers wonderful educational opportunities with the added benefit of sharing concerns and joys with other librarians.

Blaine County Library - CE credits and networking with other librarians.

Program 3 - Communication/ Pathfinder Meetings and Workshops

Narrative

Staff and trustees from member libraries attend two meetings per year. Pathfinder business is conducted under the direction of the adopted by-laws with an elected trustee as chairperson. Travel expense is

reimbursed for one car from each library to attend at the current state mileage rate. Carpooling is encouraged. The host library is reimbursed \$400 for providing lunches at meetings. These meetings create positive energy for learning and networking among member libraries. Ideally, there is a training or CE opportunity at each of these meetings, so this program also supports the Pathfinder goal of Continuing Education.

Program activities:

- 1) Reimbursement for travel to Pathfinder meetings
- 2) Reimbursement to host library for lunch

Public Value

Valier Public Library - Share ideas with other libraries. Talk with other trustees and exchange knowledge and concerns.

Liberty County Library - This is a chance to collaborate with other libraries. Ideas flow easily at these meetings and it gives us ways to improve services for our patrons. At this particular meeting, we discussed Discover It, MtLibrary2go and Ready2Read which is something we can share with our patrons.

Harlem Public Library - It is always beneficial to be able to share with other librarians and trustees in our area. We share things that are happening in our libraries and I always come away with ideas to try in my own library. This year I learned about an "I Survived" program that has local community members sharing about an event in history they lived through such as Pearl Harbor, The Great Depression, etc. I also learned about "Christy the Wordsmith" from Bozeman who is a resource for a possible program at the library. The morning was spent on the Library Development Study Task Force listening session. It was a lively and thought-provoking discussion. I believe this is extremely helpful in examining my own library as well as how the State Library can best use its resources to serve the state of Montana. My trustee stated, "This is the best thing we've done since I've been coming to these meetings!" In the afternoon our consultant, Lauren McMullen, reviewed how to enter our Pathfinder Federation expenses. Review is always a good thing!

Wedsworth Memorial Library - This meeting was necessary to bring the Federation bylaws up to date. If we don't keep our Federation up to date it can slowly lose its effectiveness. We also explored better ways to make our Library organization possibly more efficient in its use of funds. With the decrease of funds and rising expenses every entity needs to explore how to make the most of the funding. Unfortunately this probably means losing some services, but by communicating with other libraries we all develop better ideas and explore which services are not being used as much

Chouteau County Library - This allows federation libraries get together in one place for sharing and training. A lot of good communication happens over lunch, which since it is provided, people don't have to leave and have a chance to share.

Valier Public Library - Pathfinder Meetings offer a chance to visit with area librarians receiving and exchanging ideas. They also offer a chance for educational classes and updates from the State Library.

Fairfield/Teton Public Library - Better trained and informed librarians.

Toole County Library - This meeting is essential to Board members and librarians. This meeting included a special workshop for the Trustees and was extremely beneficial.

Harlem Public Library - This meeting was especially important because the trustees had training in succession planning. The two trustees from my library who attended felt the information was vital for making our board more aware of contingency planning as well as making the board members more aware of the day-to-day workings of the library. The library directors received training on statistical input as well as using the outcomes to benefit the library. It is always fun to hear what is happening at the other libraries in the federation to get ideas.

Chouteau County Library - This allowed us to use as much time for training that was needed and by having all attendees present for lunch we could have the State Library Report by Jennie Stapp. It is also a good time for sharing with each other.

Glacier County Library - Board member and myself benefit from the networking opportunity. It is great to hear what other libraries are doing in a positive way and I have incorporated ideas that I have heard from other libraries; but it also helps so that we don't feel quite so alone in our daily challenges we face when we hear what other libraries are going through.

Dutton/Teton Public Library - This enables staff and board members to more easily attend the Pathfinder Federation meetings. In turn, due to attendance at these meetings, staff and board members are given the opportunity to learn through continuing ed sessions. This helps staff better assist patrons in all aspects of the library.

Dutton/Teton Public Library - The library benefits from traveling to the Pathfinder meetings in several ways, for instance, from the continuing ed opportunities being able to meet with other librarians and share insights and information.

Great Falls Public Library - Network with peers to share ideas and current services/programs; training/continuing education

Blaine County Library - Networking with other libraries and CE credits.

Wedsworth Memorial Library - Maintain up-to date info on Federation business; present Federation budget to retain money; better understanding of how to input statistics and value of the statistics in library business

Choteau/Teton Public Library - Allowed the Director to attend the Spring Pathfinder meeting which facilitated networking with other federation librarians and trustees. Also permitted Director to attend training related to statistics gathered and used by libraries.

Toole County Library - This meeting benefits both the Trustees and the librarians. We have a business meeting, a workshop and time to visit with each other. Excellent time spent!

Program 4 - Technology

Narrative

Pathfinder patrons require direct access to information via Internet access and database services. This program budget will be used to purchase new and replacement hardware, software, peripherals and related technical services in order to meet these important information needs of patrons.

Program activities:

- 1) Purchase computer hardware and software
- 2) Purchase printers and other devices that allow patrons to use information effectively

Public Value

Harlem Public Library - The new patron computer will make it easier for patrons to access information, view videos, and use social media. This new computer will be faster and more reliable replacing an older model.

Choteau/Teton Public Library - Our public access AWE Station is used by our younger patrons and guests on a regular basis. It facilitates fundamental learning with a focus on reading, the arts, and science. It also sees a fair amount of use from patrons with learning disabilities. Funds spent on this device go towards software and hardware updates as well as continued tech support.

Wedsworth Memorial Library - The Library does not have enough computer stations for the benefit of its patrons. Providing even one more station allows better access to the internet and the benefits it provides. It is essential for patrons to have ready access to the internet where more and more business is done online. We are a low income community and many do not have access to a computer, not alone internet access. It is essential for our patrons to access applications for unemployment, tax preparation, pay their bills, take online classes, take online professional testing, and access their banking among other services. The internet is absolutely essential for one family in our community. Their son has been posted overseas. The only communication is through the internet. The family can not afford internet services so it is vital for them to be able to have computer and internet access. computer are becoming more and more important to communities and the Library should be able to accommodate that need.

Chouteau County Library - This allows the librarians to be more mobile within the library and also updated our computer

Valier Public Library - MSC has been very beneficial to our patrons. We are able to offer more opportunities to patrons through access to our catalog and a greater variety of items from consortium members.

Fairfield/Teton Public Library - Better serve our patrons.

Choteau/Teton Public Library - Provides for better statistical gathering, improved network security, and controllable range of signal. Permits active monitoring of network behavior for enforcement of library policy. Also allows for more simultaneous connections with better throughput for visitors and patrons.

Toole County Library - Keeping up with new technology is imperative to the library.

Glacier County Library - The public internet computers at this location receive very heavy use. Several of the computers in Browning were becoming slow and having other issues to the point that no one wanted to use them. Replacing with a new and faster computer definately better serves our patrons at this location. The public internet computers are a main source for job hunting, communication, word processing and furthering knowledge at this library which is located 34 miles from the main branch.

Dutton/Teton Public Library - The staff had noticed a need for another computer in the patron stations. This computer will allow more patrons to use the computers at a time, and also provides faster, more secure computer use.

Dutton/Teton Public Library - A new monitor was needed in the library to help patrons with eyesight issues or elderly who feel more comfortable with a larger monitor.

Liberty County Library - This will be a great opportunity for people to adjust to Windows 10. Having updated computers is such a bonus for our community. The community uses the computers to handle their banking, search for employment, blogging, e-mailing and of course, the kids like to play their online games.

Dutton/Teton Public Library - Having the latest antivirus and malware security available, the library is able to keep patrons' personal information protected. This is important due to individuals using the public computers and the need to keep them protected.

Dutton/Teton Public Library - The keyboard the staff had been using at the circulation desk was becoming obsolete. The new keyboard staff to properly assist patrons in a timely manner.

Dutton/Teton Public Library - Patrons can more easily use the laptop. The previous mouse had quit working. Some patrons prefer to use a mouse while utilizing a laptop and this purchase enables them to better use the library's technology.

Great Falls Public Library - Library offers most current version of our ILS to our patrons for increased functionality

Blaine County Library - We are now equipped to do mobile circ and will also be able to utilize the tablet for Story Time presentations.

Program 5 - Administrative Services

Narrative

\$1000 stipend to Chouteau County Library to cover costs of administering Pathfinder Federation Coordinator responsibilities.

\$500 Administrative funding to cover postage, printing, and other costs incurred in direct support of Pathfinder Federation meetings and activities.

Public Value

Chouteau County Library - This allows for more titles to be accessible to patrons across the state.

Chouteau County Library - This allowed me to perform my duties as Coordinator and allowed me to have available materials and supplies needed for meetings. It also covered costs for attending meetings in Helena