

Federation Annual Report FY 2017 July 2016 Through June 2017

SIGNATURES

Federation	Golden Plains	
Coordinator's Library	Phillips County Library	
Coordinator	Janeen Brookie	
	Signature _____	Date _____
Chairperson - Board of Trustees	Polly Solberg	
	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: \$17,936.75
Total CST Expended: \$18,368.71

EXPENDITURES BY PROGRAM

Program 1 - Technology	\$5,239.13
Program 2 - Continuing Education	\$4,631.01
Program 3 - Resource Sharing	\$3,010.04
Program 4 - Communication/ Golden Plains meetings and workshops	\$302.93
Program 5 - Community Outreach	\$2,985.60
Program 6 - Administrative Expenses	\$2,200.00
Total:	\$18,368.71

EXPENDITURES BY LIBRARY

Library	Status	Total Award	Award Expenses	Local Expenses
Daniels County Library	Active	\$2,972.35	\$2,972.35	\$0.00
Glasgow City-County Library	Active	\$2,972.35	\$2,972.35	\$2,972.35
James E. Shanley Tribal Library	Active	\$875.00	\$875.00	\$0.00
Phillips County Library	Active	\$5,172.35	\$5,172.35	\$298.00
Roosevelt County Library	Active	\$3,404.31	\$3,404.31	\$6,231.65
Sheridan County Library	Active	\$2,972.35	\$2,972.35	\$180.00
	Totals:	\$18,368.71	\$18,368.71	\$9,682.00

PUBLIC VALUE SUMMARY BY PROGRAM

Program 1 - Technology

Narrative

Golden Plains Federation 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

Roosevelt County Library - Changing to Windows 10 and upgrading Microsoft Office. Faster. Smaller.

Sheridan County Library - We have subscribed to Sonic Wall as a firewall to keep our computers from getting viruses, etc. This is important so that patrons who need computers to access the internet safely.

Daniels County Library - gave patrons access to a computer as one of ours quit working and was not able to be repaired.

Daniels County Library - keeps our automated circulation system operational

Daniels County Library - purchase of a new public access computer gave our patrons opportunity to be able to use a computer when needed as our prior number of computers was not able to keep up with users' needs.

Glasgow City-County Library - The computers donated at GCCL only had AVG free antivirus protection. This year it was decided to use Morrison-Maierle's OpenDNS to protect against ransomware. It protected us from ransomware like the big WANNACRY attack a few months ago! Prior to this we had no specific ransomware protection. The new computers purchased from Morrison-Maierle have AV Defender antivirus because it's much more comprehensive than AVG free. We also have the right to install AV Defender on all older computers and re-use it as newer computers are purchased.

Phillips County Library - Local help with computer problems.

Phillips County Library - Provides cataloging data for the library and the availability of Interlibrary Loan for local patrons.

Phillips County Library - Gives local patrons the opportunity to download ebooks and audiobooks.

Glasgow City-County Library - Our annual subscription to our website provider. This allows us to promote the library and it's services, inform our patrons of events and news, allows patrons to access various databases and websites like the online card catalog, Heritage, submit requests for inter library loans, renew their items online, etc. We use the website every day.

Glasgow City-County Library - Order a lot of technology supplies online and Prime allows us to save on our orders.

Glasgow City-County Library - Vital that staff has up to date computers that work well and function properly.

Glasgow City-County Library - Important for the library to have professional and dependable tech support. Mike Bain serves us well and knows what he is doing. He fixes our computers, internet, troubleshoots problems, advises us on the most current products, advises us on current news and technology products, etc. He has been essential in maintaining our daily functions.

Phillips County Library - Help on filing E-Rate forms.

Phillips County Library - Local help with computer problems.

Program 2 - Continuing Education

Narrative

Federation librarians are committed to providing quality service and librarianship to their patrons. Toward this end, travel expenses and continuing education workshop expenses are paid by the GPLF.

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) School and special libraries within the Federation are encouraged to participate in the Federation. Although direct funding is not available to assist school libraries, they may apply for travel and registration assistance (up to \$500) for relevant conferences and other training opportunities through the Federation (please see Program 5 – Administrative Services.) GPLF voted to provide Fort Peck Tribal Library a \$750 annual travel grant as part of this program.

Public Value

James E. Shanley Tribal Library - Networking with other Federation Librarians during the trip to Billings; networking with other librarians from all over the state; attending workshops to increase my knowledge of patron services to different segments of the community; hearing how the State Library is dealing with changes in budget and programming.

Roosevelt County Library - Wealth of information and informative workshops to attend.

Roosevelt County Library - Provided a means for Sheri Harvey, Froid Branch Librarian to attend MLA.

Roosevelt County Library - Was able to stay where the MLA Convention was being held. Would be hard to pay for hotel costs on my own.

Roosevelt County Library - Was able to stay right where the MLA Convention was being held. Would have been very expensive to pay out of pocket.

Roosevelt County Library - Enabled Sheri to attend MLA Conference without putting her in debt.

Daniels County Library - allowed the library director to attend the conference and receive valuable continuing education training

Daniels County Library - gave the library director an opportunity to receive valuable continuing education training

Glasgow City-County Library - As the Director I try to attend as many conferences and training opportunities as I can, keeping in track with the budget. It's a great help to have funds so that my staff can attend some of these training events. It's vital that all library directors and library staff continue their education in librarianship.

Glasgow City-County Library - Continued education and receive CE certification. Also, being able to travel

and train at various conferences or workshops, allows me to network with fellow Montana librarians and meet representatives that work for the State Library.

Phillips County Library - Allowed Janeen to attend the state MLA Conference.

Roosevelt County Library - Took off financial burdens related to going to the MLA Conference.

Sheridan County Library - Unfortunately, I was unable to attend Offline this spring due to a last minute conflict. While I missed out on a great conference, it's good to know the registration fee is used to further support MLA sponsored learning opportunities, so that librarians and staff have access to training which can be use in their own libraries to further help patrons.

Sheridan County Library - Federation support for travel to MLA is important to my library. Travel to MLA is not an inexpensive endeavor, but one that I feel is important for me and staff. We take away a great deal of training and networking from MLA. Connecting with other librarians, staff and directors provides an opportunity to discuss issues. The networking and training we take back with us educates us so that we can better support our patrons and users.

Sheridan County Library - Support for travel enables me and my staff to make use of opportunities of interest. This workshop on community and engagement provided a number of ideas that I can use to develop programming within my own library and community.

Sheridan County Library - Support for fuel is appreciated so that it helps lower my costs to attend trainings and workshops.

Daniels County Library - allows the library director to receive continuing education in order to do her job more effectively and keep current with new library developments

Program 3 - Resource Sharing

Narrative

Goal/program #3 Resource Sharing – Montana citizens can easily access the holdings of all Montana and OCLC libraries through their local libraries. Montana citizens have access to statewide library resources through their local libraries. (Associated MSL goals: Content, Access, Collaboration)

Member libraries will be reimbursed to pay for OCLC service and costs associated with fulfillment of interlibrary loan requests. Members can also use funds to support other resource sharing functions and/or projects.

Program activities:

- 1) Fund OCLC subscription
- 2) Postage costs and supplies for ILL fulfillment
- 3) Fund participation in Montana Shared Catalog and/or other statewide projects

Public Value

Sheridan County Library - Applying Federation funds to OCLC helps off-set my regular library budget for other purchases. OCLC is used for Interlibrary loan which is very popular and appreciated. These funds help keep Interlibrary loan free so that I don't have to charge patrons for the service. As a small library, I

don't have space for everything so our library is able to act as a much larger library than we really are.

Sheridan County Library - Using Federation funds for MSC is important for keeping our library within the shared catalog system. This allows our patrons to have access to just about anything within our consortia. It also allows us to share our resources with other libraries in helping their patrons' access.

Daniels County Library - allows our patrons to receive information free-of-charge through the Interlibrary Loan Program to supply their needs that we are unable to fill at our library

Glasgow City-County Library - Postage is expensive, we do a lot to recycle packaging and other items. The funds to help for postage are vital and extremely helpful! I think without these funds, we would be hurting and may be hard to provide services to patrons and other libraries. It helps us cut costs for things such as: ILL's, mailing to letters, book kits for book clubs, etc. We also needed additional help for cost in our Summer Reading Program.

Phillips County Library - Benefits all MT2Go with purchase of new materials.

Program 4 - Communication/ Golden Plains meetings and workshops

Narrative

GP Federation librarians and trustees attend two meetings per year at Roosevelt County Library or another agreed upon location. Federation 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. 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 Golden Plains goal of Continuing Education.

Program activities:

- 1) Reimbursement for travel to Golden Plains meetings
- 2) Reimbursement for expenses associated with hosting the meetings

Public Value

Glasgow City-County Library - Important to meet with the federation for education and networking.

Phillips County Library - Helps defray the costs associated with Federation meetings.

Phillips County Library - Helps defray cost of attending meeting.

Program 5 - Community Outreach

Narrative

The GPLF uses this funding to market libraries and reach out to the community. This program supports statewide library marketing efforts to increase awareness of libraries and their value.

Program activities:

- 1) Costs associated with library programs, including Summer Reading and other program materials and promotional items
- 2) Bookmarks and other library publications

Public Value

Roosevelt County Library - We have had Jerry Barlow perform for us before and people overwhelmingly wanted him to come back again. So, when the opportunity came, we grabbed it. Very few "cultural" events in our towns so the Library was happy to provide these performances.

Roosevelt County Library - As part of having Jerry Barlow perform for us, we were obligated to provide lodging for him. This was part of the contract we had with him to come and put on his three shows.

Roosevelt County Library - We appreciate being able to use Federation monies to help set up having Jack & Kitty perform at all three Libraries.

Roosevelt County Library - Because of Federation monies, we were able to provide another quality performance to our community. Jack and Kitty originate from Minneapolis, MN. They put on a lively kid's program and will be starring in their own show on PBS Kids this fall.

Roosevelt County Library - In our Library budget, we consider programs like these kind of a luxury. Federation monies make it possible for us to provide quality programs for our communities.

Sheridan County Library - We purchase books for giveaway prizes and materials for our summer programming. This is important so that the library remains relevant for families and their children during the summer months.

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Glasgow City-County Library - There were 140 youth and some adults that attended the play "Last of the Dragons" at the library. We handed out book dragons prior to the show, using them to promote the library and the free play to young audiences. This is the second year the Fort Peck Summer Theatre has showcases at the library and we have had great reception!! Next year they will do two shows based on books. This has been a stupendous partnership and having a fun way to promote events pays off extremely well.

Phillips County Library - Encourages participation in the library's summer reading program.

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Phillips County Library - Given to new patrons. The refrigerator magnets have library hours and phone number on them.

Phillips County Library - Provides some entertainment at the library, free and open to the public.

Program 6 - Administrative Expenses

Narrative

\$400.00 Stipend (payable to GPLF Federation Coordinator for bookkeeping and MSL reports)

\$ 75.00 Supplies (Phillips County Library)

\$ 25.00 Communications (Phillips County Library)

\$1200.00 Mileage (Attendance at a minimum of two Montana State Library Coordinator/Commission meetings by GPLF Federation Coordinator)

\$500.00 Continuing Education (School and special libraries within the Federation are encouraged to join and participate in the Federation.

Although direct funding is not available to assist school libraries, they may apply for travel and registration assistance for relevant conferences and other training possibilities through the Federation Coordinator. An amount of \$500 is set aside at Phillips County Library for school librarians.)

Public Value

Phillips County Library - There were not any teachers from our Federation that attended MLA conference this year. The Federation members decided to donate these funds to MT2Go as a benefit to all members.

Phillips County Library - Defray costs associated with presenting the End of Year Report in Helena.

Phillips County Library - Gives the Federation Coordinator a stipend for extra work required for position.