



2013 Annua



### **Letter from the Montana State Librarian**

In 2013, the State of Montana welcomed the administration of Governor Steve Bullock. Governor Bullock has outlined a number of priorities, including a focus on early literacy, an increase in graduation rates with an emphasis on career readiness, and economic development. Montana libraries play an increasingly important role in helping the state to achieve each and every one of these priorities.

No longer passive repositories of books and information or outposts of culture, quiet and decorum in a noisy world, today's libraries are an active and responsive part of the community and an agent for change. In the world of community building, local libraries have a unique and powerful role. Libraries have the capacity to bring together different types of people who share common goals. And the Montana State Library is no exception. Montanans across our state are our community.

Our librarians and information professionals make sure that all Montanans have access to the best possible information. The State Library manages state government information, geographic information, and information on our state's natural resources, flora, fauna and ecosystems. This information supports educational needs throughout the state and it helps to ensure that the economic engines of our state thrive.

Our Talking Book Library provides print resources ranging from the latest best sellers to Montana magazines to the Montana Voter Pamphlet in audio form for those library patrons that, for a variety of reasons, cannot read traditional print material. By doing so, the Talking Book Library ensures that these patrons can fully participate in their communities.

And, finally, our Statewide Library Resources Division provides the tools, training, and expertise to Montana libraries to help libraries of all types play the same role in their own communities. These resources support the Governor's early literacy initiatives by helping librarians help parents develop the skills they need to give their children the best possible start in life. Additionally, librarians and libraries support classroom and homework needs. And, libraries aid individuals seeking jobs and new would-be entrepreneurs start new businesses.

The State Library is committed to helping the Governor attain his goals for the state and, in turn better the lives of all Montanans. Knowledge is indeed power; it is the power to become an informed voter, to protect oneself as a consumer, to find a new job, to start a new business, to better oneself and to contribute to our communities.

Sincerely,

Junio Stago

Jennie Stapp Montana State Librarian

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## **2013 Annual Report Overview**

The Montana State Library is committed to strengthening libraries and information services for all Montanans through leadership, advocacy, and service. This report reflects the accomplishments of the Montana State Library during the 2013 fiscal year.

Our Statewide Library Resources Division reaches all Montana citizens through 1) the consulting and training we provide to community libraries; 2) our statewide purchases of content and collaborative resources that ensure that all libraries can offer their patrons up-to-the-minute, accurate information on everything from health care to business management and industry-leading services; 3) our innovative programs that get informational materials into Montanans' hands more quickly and efficiently; and 4) our provision of reading materials for those who would not be able to read otherwise. Our Digital Library Division reaches out to state and federal employees, to the natural resource community and to the general public. It provides vast quantities of unique information, such as that created by state government, as well as natural resource and geospatial data about Montana, that are accessible with the click of a mouse. This kind of ready access saves people, state and federal agencies, and business owners incredible amounts of time and money.

Access to information is the foundation of good government and government accountability; an informed citizenry; a strong business community; and a progressive educational foundation. Without the Montana State Library and its many services to our citizens, businesses, and government employees, the state of Montana would lack vital information resources. The value of the services outlined in this report cannot be overstated.

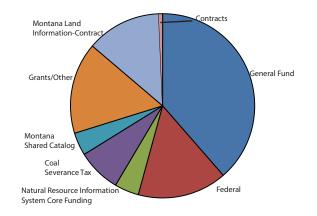
# **Revenue and Expenditures**

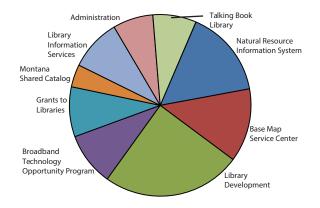
#### Revenue

General Fund	2,570,895
Federal	1,045,540
Natural Resource Information System Core Funding	283,523
Coal Severance Tax	509,797
Montana Shared Catalog	268,253
Grants/Other	1,068,505
Montana Land Information - Contract	872,360
Contracts	45,938
	6,664,811

#### Expenditures

Natural Resource Information System	1,042,081
Base Map Service Center	872,360
Library Development	1,649,836
Broadband Technology Opportunity Program	631,403
Grants To Libraries	592,294
Montana Shared Catalog	268,253
Library Information Services	614,764
Administration	477,015
Talking Book Library	516,805
	6,664,811





#### Discover It!

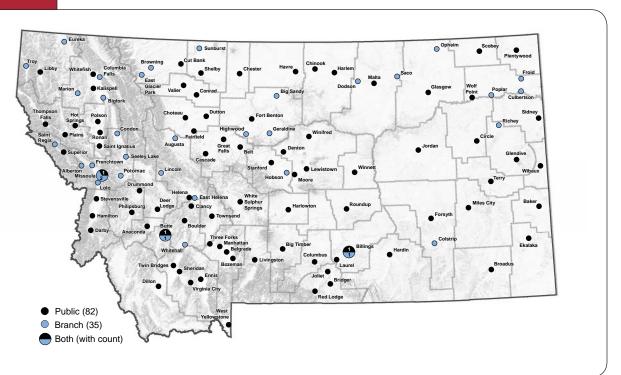
Discover It! is Montana's statewide discovery tool designed to perform a comprehensive one-stop search of all of the library's resources, from catalogs to databases to digital collections and more. Discover It! helps maximize the value of statewide electronic resources by ensuring that the accurate and valuable information contained in these resources is more readily accessible. In FY13, nearly six million searches were performed across multiple databases in Discover It! statewide.

Discover It! can also be customized to meet the needs of an individual library's unique patron base, whether it's a medical library making use of discipline-specific searching to retrieve results from specialty databases, a school library searching ageappropriate information and online primary resources like the Montana Memory Project (or a public library utilizing the full suite of DiscoverIt tools to help their patrons find the information they need from the broad array of information resources licensed by both the State and local library). The statewide EBSCO databases, the Montana Memory Project, the Montana Shared Catalog, WorldCat.org, and three large public library catalogs (Butte-Silver Bow Public Library, Great Falls Public Library, and Lewis & Clark Library) are available to all Montana libraries via Discover It!. Additional statewide resources are expected to be added within the next year.

Try Discover It! at http://mtslr.org.







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### Montana Shared Catalog

During its spring, 2013 members meeting, the MSC membership voted to purchase several products that will enhance the system experience for library staff and patrons. The membership approved the purchase of two new SirsiDynix products, eResource Central for handling the e-Book collection, and Mobile Circ for easier staff access to the system's circulation module.

They also approved purchase of a third party product called "Shoutbomb", which interacts with patrons via SMS text messaging of notices and announcements. Mobile Circ and Shoutbomb will be available by December 2013. Other significant catalog features include the mobile device application "BookMyne" and a "Social Library" app that places a catalog search option within participating libraries' Facebook pages.

The MSC added 27 new libraries to its membership in FY2013. The Missoula County Public School District (19 school libraries) was the major addition and, along with the Baker School District, accounts for the large increase in school library participation. There are now 167 libraries and branches within the MSC membership located in every region of the state providing access to more than 5,000,000 items for nearly half a million Montanans.

The MSC's online help desk and its training

### MontanaLibrary2Go

MontanaLibrary2Go is a statewide downloadable e-content service provided through the Montana State Library. Eighty-one of Montana's public, special, and academic libraries participated in MontanaLibrary2Go in the last fiscal year. These libraries provided their patrons with access to a total of 7,266 ebooks and 6,633 downloadable audiobooks. Patrons can download titles to a variety of devices, including



program continue to expand with an average of 75 support tickets created per month and the offering of MSC training sessions during conferences and workshops that take place during the year. These training sessions have proven to be extremely popular with a total of more than 120 librarians attending. Other onsite training sessions held in Polson, Cut Bank, Belgrade and Laurel, in conjunction with regularly scheduled webinars, have provided additional training opportunities to more than 150 librarians.

#### From Flathead County Library System-Bigfork Branch Patron:

"I read the Sunday New York Times Book Review and go online to see if our library has the titles I read about. Oftentimes we do, but if even we don't own it I can place a hold and it will come from another Partner library. I'm able to get any book or movie I request. It's an amazing service!"

### From MSC Patron:

"My husband and I just love Bernard Cornwell. Who would have thought we could find so many of his titles, both to read and to listen to on CD as we drive?! The Montana Shared Catalog is just great, because our local library couldn't possibly own all the titles by one author, but this way we can get them from everywhere."

tablets, e-readers, smartphones, and mp3 players, or they can read or listen online via their web browser. Montanans checked out 316,907 items between July 1, 2012 and June 30, 2013.



#### From a librarian about the work of MSL consulting staff

"(Our consultant) has been a godsend. Being a new director has been a bit overwhelming and she has been a sounding board and a voice of reason. She has good advice, listens, and is very patient. She checked back in with me via phone and email to make sure that I was doing okay and to keep in touch. She also kept track of things on Wired (the Montana Library Association listserv) and forwarded them to me asking if I was aware of what to do and what the expectations were for all the entities. I don't know what I would have done without her."



#### Statewide Library Consultants

For all three statewide consulting librarians:

Miles traveled	41,959
Visits	155
Requests for information	1,081
Trainings	57
Students at trainings	613

#### Statewide Training

Monthly webinars, online and onsite trainings, and sponsored training events at conferences combine for a full-service suite of training opportunities for libraries across the Treasure State.

In January, 2013, an online Library Learning Portal was launched at http://learning. montanastatelibrary.org to facilitate access to MSL training resources and resources provided by our partners. The learning portal facilitates a librarian learner in finding appropriate training resources anytime, anyplace.

MSL continues to expand the range, number, and type of trainings provided to Montana's library community online. Multi-session online classes for trustees, library directors and staff have provided more sustained learning opportunities, as have short just-intime online learning tutorials. The training staff continues to expand the number of online webinars and, while many librarians attend live every month, as many as ten times choose to view recorded sessions on the MSL Vimeo channel, which can be found at: http://vimeo.com/channels/403784

One hundred and forty librarians attended the MSL Fall Workshop held in Billings. Librarians learned about new ways that libraries were developing to share content, collaborations for delivering electronic resources and examined the landscape ahead as more library resources become available digitally. Librarians practiced creating their own rich media content in one session and explored the growing range of Montana-based resources now available online from government and not-for-profit providers. At the plenary session, a panel of experts discussed the hurdles facing libraries in making richer content more widely available, as well as some of the more promising aspects of this important issue.

The Montana State Library sponsored a series of three workshops for public library trustees in Billings, Great Falls, and Missoula in Fall 2012 with a focus on leadership styles and rethinking library services in a digital age. A newly created training video for public library trustees now introduces these essential volunteers to the Montana library community. In the video and the facilitator's guide that accompanied it, trustees are invited to learn more about the web of support services available to public libraries from the Montana State Library, the public library Federations (regional organizations) in Montana, and the Montana Library Association.



### SWIM

On June 30, 2013, MSL marked the end of our professional library development grant, known as SWIM in recognition of our regional grant partners, South Dakota, Wyoming, Idaho and Montana. Over the span of four years, MSL administered an \$850,000 grant from the Institute for Museum and Library Services (IMLS) that helped 69 individuals earn their Masters in Library Science from the University of North Texas and 14 to earn their School Library Media Endorsement from either Montana State University or the University of Montana. Graduates of the program are now employed in professional library positions within the four-state region. Montana graduates are working as a public library director, library network manager, medical library director, library media specialist, school library director and reference and children's librarians. Of the nineteen Montana SWIM graduates, eight (42%) are working in communities of less than 25,000, and four (21%) of

these librarians are in communities under 10,000 (the smallest is 1,200). In addition to funding for their degrees, students received scholarships to attend professional library development opportunities including state and national conferences and they were also required to participate in a mentoring program.

### Broadband Technology Opportunity Program

MSL concluded its' three year federal Broadband Technology Opportunity Program (BTOP) grant in FY13. To view the final BTOP report, please visit: http://msl.mt.gov/btop/

#### From a SWIM recipient:

"I've used things I learned in different management classes to submit what I think is a more informed budget to my Board of Trustees."

#### Ready 2 Read

At the 2012 Ready 2 Read Rendezvous, we hosted 50 librarians representing 43 libraries from across the state. Attendees heard from experts on incorporating play in a library setting, how to handle challenging behavior, and how to design a library space to be family-friendly. All attendees were required to undertake a year-long project; these projects ranged from developing new partnerships in the community to support early learning to complete redesigns of libraries to be more family-focused.

In FY13, we reached 197 librarians with training through workshops at conferences, federation meetings, and webinars. Training topics ranged from play with blocks, to how to conduct workshops for parents, to books and babies programs.

In partnership with Montana Fish, Wildlife & Parks and the Office of Public Instruction Indian Education division, and with funding from First Interstate BancSystem Foundation, MSL completed a collection of



Ready 2 Read Goes Wild! trunks developed specifically for Montana tribes. The trunks include approximately 30 books on nature, many of which are related to Montana tribal culture; 10 puppets that correlate to the books; and other materials, including animal hides, hooves, antlers, and more. The trunks were distributed to various libraries on Montana's reservations for use in early childhood programming and to be circulated throughout their communities.

#### Montana Talking Book Library

The Montana Talking Book Library (MTBL) reached several milestones this year. Due to radio, television and newspaper advertising efforts of the Patron Outreach Project, the library has seen a 6% increase



in new patrons, a 4% increase in phone inquiries regarding services, and a 5% increase in distribution of patron applications and brochures. In addition, there have been many volunteer inquiries thanks to a newspaper editorial about becoming a volunteer at MTBL. Several individuals are interested in becoming an ambassador to distribute MTBL brochures and applications in Montana communities. Many patrons, seven authors, and staff celebrated the first completed born-digital Montana title at an open house in March. Since that time, there have been over 35 new Montana titles circulated, to the delight of our patrons.

A Patron Center was established within MSL as a place where patrons can come and "test out" text to speech software and low vision magnifying devices.

Service improvements include direct distribution of digital magazines. The BARD Mobile APP for iPads, iPods and iPhones was completed and has received positive reviews from patrons using BARD (Braille and Audio Reading Download) services. Total annual circulation increased considerably in both physically mailed books, as well as BARD downloads.

#### From a Ready 2 Read Library:

"The Ready 2 Read program has greatly complimented and expanded our library's early literacy program. A patron recently said she loved that every time she comes to the library there is something new in our children's area. The blocks, the books, and state of the art ideas gathered at the Ready 2 Read Rendezvous have created a dynamic environment for youngsters at our library. New programs that we have implemented related to Ready 2 Read include a very popular Books and Babies weekly story time, monthly open-ended **Stay and Play activities** following preschool story time, and family Ready 2 Read workshops to help parents teach their children the skills they need to be successful in school."

#### Montana Memory Project

The Montana Memory Project (MMP) now receives materials from 34 contributing cultural organizations, including archives, museums, and all types of libraries. It includes over 430,000 items, which is an increase of 76,198 images since the end of the last fiscal year. Currently, there are 54 collections that are part of the Montana Memory Project. Six MMP projects received LSTA grant funds to add materials to the collection.

A full-time director now manages the Montana Memory Project. Additionally, a new statewide Advisory Council provides direction and planning, identifies additional resources, and explores how the MMP can better support education and research. The Council includes professionals from Montana's archives, historical societies, libraries, and museums.

Every contributing organization has access to MMP-provided scanners, software, and training. Researchers, students, genealogists,

The MTBL staff team received the Governor's Award of Excellence for providing excellent patron training in digital services.

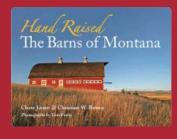


and others interested in Montana's history access the digital library and archives collection. The MMP web site is found at http://mtmemory.org.



#### From a Butte Talking Books patron:

"I was dealt a bad hand with my vision problem but when I started with Talking Books, I felt I received a royal flush! Taking Books opened up my world again."



First Montana Born Digital Book

#### Montana Natural Heritage Program

#### Wetland Mapping

The Montana Natural Heritage Program (MTNHP) manages the Montana Wetland and Riparian Mapping Center. Its goal is to create a statewide digital wetland and riparian map layer as a resource for management, planning, and restoration efforts. This map layer is one of 15 Montana Framework themes within the Montana Spatial Data Infrastructure (MSDI). As of September 2013, the program has mapped 1,576 USGS 24K Quads for a total of 2,042,554 Acres. These acres include 1,544,810 of wetlands and 497,744 of riparian acres.

During FY13, MTNHP, working with Geographic Information staff, turned on the public version of the Wetland and Riparian Web Map Service. The dataset includes mapping status, historic, provisional, and final wetland and riparian data. The downloadable data are available at the MSL Geographic Information web site.

#### Land Cover Data

MTNHP released a new and revised version on the Montana Land Cover database. The Land Cover database is one of the Montana Spatial Database Infrastructure (MSDI) themes and MTNHP is the steward for the data. The new 2013 MSDI Land Cover data are now available in the MTNHP MapViewer and Ecological System Field Guide; the MSDI public map service; and for download from the MSL Geographic Information web site.

#### **Predictive Habitat Models**

The MTNHP Zoology Program has led the effort to create predictive distribution models and relative habitat suitability models for hundreds of vertebrate species. Recently, MTNHP initiated efforts to fully evaluate these models in formal write-ups for individual species. Model evaluation writeups have now been completed for 26 species that are going to be used as focal species for habitat management and conservation efforts by the Prairie Pothole Joint Venture and the Montana Bird Conservation Partnership. Model write-ups are available for download at: http://mtnhp.org/models/

#### Botany

The MTNHP Botany Program recently appended 50,000 plant observation records to the botany database. This addition is the first large observation dataset to be added to the botany database in the history of the Program. The data will be used to provide detailed distribution information for plant species occurring in Montana similar to the information currently available for animal species. Additionally, a dataset of 750 plant observations for 27 limited distribution species from Carbon County and the Pryor Mountain Desert was added to the botany database.

The MTNHP Botany Program also added information to the Plant Field Guide for approximately 2,000 plant species. As a result, almost all vascular plants in the field guide now contain a species' description and habitat information.

The Botany Program also created a new data product, "Plant Observations", which is available by request. The data include observations of native plant species, rather than just the Species of Concern available in our Plant Species Occurrences. Metadata for the observations was uploaded to the Montana GIS Portal.

### Achievement:

Bryce Maxell, Senior Zoologist with the Montana Natural Heritage Program (MTNHP) was named "Wildlife Biologist of the Year" by the Montana Chapter of the Wildlife Society at their annual meeting in February. The Wildlife Society's awards program honors professional excellence, recognizes outstanding achievement, and highlights contributions to wildlife science and management. The Biologist of the Year Award is presented annually for significant achievements in wildlife conservation anytime during the five years immediately preceding the award presentation. The Montana Natural Heritage Program's role in centralization of information in a neutral and non-regulatory agency played a large part in this recognition. Read more at http://mtnhp.org/

#### **Montana Field Guide**

The Field Guide (http://fieldguide.mt.gov/) is one of MTNHP's most frequently consulted resources and includes guides on animals, plants, lichens, and ecological systems. Details on the state conservation status ranks for plant and animal Species of Concern are being added to the Montana Field Guide under the heading of State Rank Reason. Inclusion of this information allows agency biologists, resource managers, and the general public to see all of the criteria associated with conservation status rankings, making species rankings more transparent and allowing them to provide feedback when new information is available. Other enhancements to the Field Guide included updated range maps for many animal species and new maps for plant observations. During FY13 the Ecology Program added 4,377 photos to the geo-referenced photos database. These photos are used in the Montana Field Guide and allows users to see habitat locations they may not be able to visit.

A new online photograph submission application allows Field Guide users to submit their species and habitat photos for consideration for inclusion into the Field Guides. This new tool will help populate the species and habitat photos. View the photo submission app at: http://fieldguide.mt.gov/

UploadImage.aspx.

### **Previous Year Data Total**

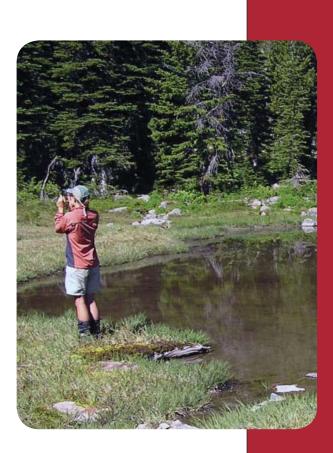
In fiscal year 2013, the following data were added or updated:

#### New data...

nem aata			
	Animals	Plants	Totals
Point Observations	311,845	62,743	374,588
Species Occurrences	7,558	95	7,653
Updated data			
	Animals	Plants	Totals
Point Observations	15,141	2	15,143
Species Occurrences	0	37	37

Point Observations: An observation of a plant or animal species at a given location and time.

Species Occurrence: An area of land and/or water in which a species is, or was, present with evidence of potential continued (or historical) presence and/or regular recurrence at a given location



#### Geographic Information Program

#### **Legislative Action**

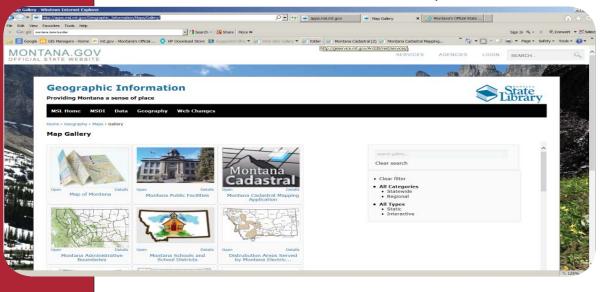
2013 was a year of transition for the Geographic Information Program. The 2013 Legislature revised the Montana Land Information Act (MLIA), permanently transferring the broad duties related to geographic information from the Department of Administration to the Montana State Library. MCA 90-1-404(b) states that the State Library shall "work with all federal, state, local, private and tribal entities to develop and maintain land information". It also requires MSL to "serve as the primary point of contact for national, regional, state and other GIS coordinating groups..." This places oversight of the Montana Spatial Data Infrastructure (MSDI), administration of the MLIA grant program, and responsibility for the Montana Land Information Advisory Council with the MSL Geo Info program. Managed by the State GIS Coordinator, a staff of nine geographic information professionals carries out these, as well as the Natural Resource Information System and Water Information System, legislative mandates.

The Legislature also restored the Water Information System (WIS) Manager position to MSL. Operating under the Geographic Information Program, a WIS manager was hired and is actively working to improve the Montana Hydrography Database and update the WIS.

#### **Data Discovery**

To continue to meet today's consumer's needs, Geo Info prioritized projects that modernized our ability to provide access to spatial data. Major projects included:

- GIS Data List At the start of the fiscal year, patrons discovered data through an outdated data list or through the Montana GIS Data Portal, which had been initially designed to replace the data list. Staff modernized the data list, using the most current search engine optimization technology. The new data list was unveiled and can be viewed at: http://apps.msl. mt.gov/Geographic\_Information/Data/ DataList/ in 2013.
- GIS Data bundler –The current data bundler (http://nris.mt.gov/gis/bundler/) was programed several years ago. While it has served patrons who wanted to bundle up packages of geographic data, the technology was no longer supported by the vendor. MSL purchased new software and rewrote the data bundler program. A final transition to the new data bundler is set for January 1, 2014.

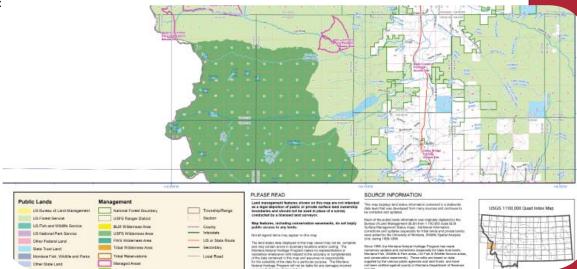


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 Map Gallery - The MSL map gallery http:// apps.msl.mt.gov/Geographic\_Information/ Maps/Gallery/ has been redesigned as a vibrant mixture of the best of our hardcopy maps intermingled with mapping applications and new interactive web maps built with ArcGIS Online. The gallery provides search capabilities by keyword, geography, or type (i.e. static vs. interactive). Additionally, Geo Info worked with the State's Information Technology Services Division and the Governor's Office to provide maps as featured content on the State's main web page http://montana.gov (scroll down to "Interactive Maps")

As we look toward the future, Geo Info is working with MSL's IT staff to catalogue current data, archived data, metadata, applications and maps into an asset management database that will facilitate data management for years to come.

Hamilton MT area public and private lands map:



#### From a federal analyst in Washington, DC

"Montana is one of the best in the country when it comes to publicly available, electronic, parcel databases. Everything is so easy to work with and so accessible. Keep up the great work!"

#### Library Information Services

Fiscal year 2013 marked a dramatic and positive move forward in the ongoing transition of the Library Information Services (LIS) program to providing primarily digital resources. LIS staff, in accordance with the Montana State Library collection development policy and in consultation with staff from the Library Development Division and the Montana Natural Heritage Program, weeded the entire print magazine/journal collection. The articles contained in that collection are readily available to our users through interlibrary loan or in-house journal and article databases.

Having weeded the nonfiction collection and having removed all the discontinued print magazines, LIS worked with General Services Division to remove eight empty book shelves in the reading area. Existing tables and chairs were redistributed in the new open space. A study carrel was brought out of storage for patron use. The walls and pillars were painted and new tall, leafy plants were ordered. These changes created a more comfortable space for our users.

LIS staff also created and distributed a "We're Going Digital" brochure outlining the transformation in our library space to help users understand and prepare for the changes. The brochure contained two columns labeled "Now" and "Future" describing the changes in resources and services occurring at the State Library and in special and academic libraries across the country.

To be closer to our users and assist researchers who use only Google Scholar, LIS staff requested that library vendor EBSCO share our holdings for electronic resources with Google so that they may index them. EBSCOhost database articles now populate Google Scholar search results and are available full-text to authenticated users, expanding our patron-base.

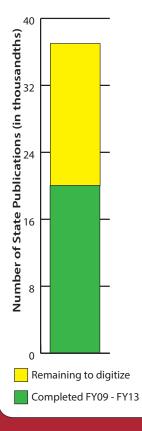
#### Montana State Library Web Presence

The Montana State Library completely overhauled our web resources in FY13. Lack of updates and years of adding features resulted in a site that was difficult to navigate and lacked an overall organizational scheme. It was important to address this need since one of our organizational goals is to provide patrons with easy access to our resources, and a growing number of the resources we provide are web based.

An underlying barrier that was identified as



**Goal:** Digitize 37,000 State Publications

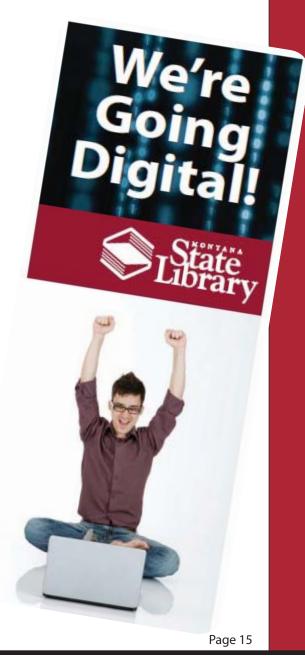


#### Montana State Library Web Presence, continued

problematic for keeping the MSL website current was the inability for program staff to effectively maintain their program specific pages. Secondly, as more people access our site through mobile (tablet and phone) devices, MSL needed to update our site to be more mobile friendly.

These problems were addressed through the use of a Content Management System (CMS) that allows program staff within each program to directly edit program pages through easy to use tools that don't require advanced web developer skills. Additionally, the CMS implemented offers a responsive stylesheet, which results in web pages that will adjust appropriately to the size of the browser being used to view the site.

Two programs moved to the CMS based site in January of 2013 and the remaining programs have been migrated since that time. In July, the MSL home page was updated to match the new structure, and staff continue to update remaining pages as time allows.





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