Montana State Library
Fiscal Year 2019 Annual Report

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Goals and Objectives

The Montana State Library helps all organizations, communities, and Montanans thrive through excellent library resources and services.

Goal One: Foster partnerships

Partnerships are necessary to ensure that Montanans thrive. Through partnerships, MSL and those we serve will continue to move Montana forward.

Goal Two: Secure sufficient and sustainable funding

We have the funds and capacity to meet the expectations of our partners and Montanans. We are an innovative, forward thinking, and fiscally responsible organization in fulfilling our mandates and meeting the expectations of our partners and Montana citizens.

Goal Three: Create a useful information infrastructure

Montanans have the information and library services they need to understand and influence change in their community. Others follow Montana's model of open, transparent, cooperative information management practices.

Year in Review

Fiscal Year (FY) 2019 was the second year of the biennium in which the Montana State Library (MSL) faced the ramifications of significant budget reductions. MSL was severely impacted by revenue declines when our budget was included in Senate Bill 261, passed by the Legislature in 2017, which tied general fund budgets to revenue triggers. Not only did MSL lose 25% of its budget, losing twelve FTE as a result, for two consecutive years Montana's public libraries did not receive their statutory per capita/per square mile state aid funding.

While FY 2018 was spent adjusting to new normalcies and identifying pain points, FY 2019 was a year in which MSL began to rebuild. The loss of the reading room due to budget cuts forced us to rapidly complete what had been a decade-long process to digitize over 29,000 legacy print state publications. Those publications are now fully digitized and freely available online through our long-time partner, the Internet Archive. What had once been a collection of dusty publications is now fully accessible, keyword-searchable collection of both historic and contemporary publications that document the history and workings of our state government. Similarly, thanks to a generous donation from a private estate, MSL was able to convert nearly 1,000 talking book recordings from analog to digital format. This collection of recordings about Montana and by Montana authors is specially

formatted for use by people who cannot read traditional print materials, and is now available to patrons through modern digital technology.

Despite limited resources, MSL continues to play key leadership roles in developing issues thanks to our geographic information system (GIS) and natural resources expertise. MSL coordinated an assessment of local government GIS data to evaluate Montana's readiness to adopt Next Generation 9-1-1 systems. MSL also assumed responsibility as the Montana Spatial Data Infrastructure Elevation theme lead and coordinated a group of stakeholders to create a statewide light detection and ranging (LiDAR) plan. Under this plan, stakeholders and the federal government will partner to fund the collection of LiDAR data for the state of Montana. By the end of FY 2019 this effort had already resulted in an funding award of nearly $2 million from the United States Geological Survey (USGS).

The Montana State Library Commission also took significant action in FY 2019 to adopt what we refer to as the Fair Library Access Resolution. This resolution articulates the values by which MSL acts to ensure that through excellent library development and our information infrastructure we do all we can to ensure that every Montanan has access to information sufficient to their needs. With its adoption, this resolution will guide a rewrite of Montana's public library standards, which is planned for FY 2020. This resolution is worth a read: http://docs.msl.mt.gov/Central_Services/Staff_Handbook/comm_pols/Fair_Library_Access_Resolution.pdf.

Finally, the 2019 legislative session was a more positive session for MSL. With some funds restored, MSL will be able to fill three to four FTE. The legislature also appropriated $250,000 in one-time-only funding to MSL for the FY 2020/2021 biennium and passed House Bill 633 to study funding opportunities for MSL's budget during the interim. It is our hope that the study will result in flexible and diverse funding sources that are stable and can adapt to changing information needs.

Finances

Revenue

Category	Amount
General Fund	$2,224,052
Federal	$1,123,522
NRIS Core Funding	$281,541
Coal Severance Tax	$497,503
Montana Shared Catalog	$365,969
Grants/Other	$61,537
Montana Land Information	$864,893
Contracts	$4,407
Total	**$5,423,424**

Expenditures

Category	Amount
Digital Library	$2,141,946
Library Development	$1,251,130
Grants to Libraries	$413,894
Montana Shared Catalog	$365,895
Administration	$860,270
Talking Book Library	$390,288
Total	**$5,423,424**

Programs

Central Services

Central Services staff provide accounting, human resources, and information technology assistance, as well as general administrative support.

Digital Library

The Digital Library collects and provides access to multiple types of information of interest to state employees, federal partners, and the citizens of Montana.

Montana Spatial Data Infrastructure

The Montana Spatial Data Infrastructure is made up of fifteen "framework" geographic databases vital for making maps of Montana and understanding its geography. MSDI datasets are generally accepted as the best available, standardized, statewide data that meet the essential, digital geographic information needs of Montana's citizens, its government, commerce, legislature, area researchers, and more.

Natural Resource Information System

Established in 1985 by the Montana Legislature, the Montana Natural Resource Information System (NRIS) was designed to simplify the task of identifying and acquiring natural resource information. NRIS's mission is to make information on Montana's natural resources easily and readily accessible.

Research Resources

MSL provides research and professional development resources for state employees and contractors as well as for Montana library staff.

State Publications

MSL makes a concerted effort to create citizen access to state publications to fulfill MCA 21-1-212: "The state library shall administer a state publications depository library program to identify, acquire, catalog, preserve, and provide access to state publications."

Digitized publications are available via the Internet Archive and state web pages dating back to 1996 are archived at MT.GOV Connect.

Talking Book Library

The Talking Book Library program works with the National Library Service for the Blind and Print Disabled to provide free library services to Montanans who cannot read standard print due to a visual, physical, or reading disability.

The program aims to improve patron quality of life and offer ease of access to reading materials so that patrons have opportunity to educate themselves and become informed voters connected to society, make informed and healthy decisions to be productive in the workforce, and contribute to society.

Montana Natural Heritage Program

The Montana Natural Heritage Program (NHP) is the state's source for reliable, objective information and expertise to support stewardship of our native species and habitats, emphasizing those of conservation concern.

The NHP is a program of the Montana State Library's Natural Resource Information System. It is operated as a special program under the Office of the Vice President for Research and Creative Scholarship at the University of Montana, Missoula.

Library Development

The Library Development department provides leadership and guidance to libraries in order to improve programs, services, and facilities.

Consulting, Training, and Lifelong Learning

MSL provides consulting services, continuing education opportunities, and learning programs for library employees across Montana. These resources, training sessions, and professional development opportunities help library staff meet the needs of their patrons and create thriving opportunities for their communities.

MontanaLibrary2Go

MontanaLibrary2Go is an online service that offers registered library patrons of participating libraries free access to a collection of over 42,000 contemporary, classic, and bestseller audiobooks and e-books (books in electronic, or digital, format).

These books check out just like a physical book or audio CD, except that users can check them out at any time, from anywhere – an online library "to go." Registered library patrons can download the books to their electronic devices or computers, or they can read or listen to books in an online browser. There are currently 89 MontanaLibrary2Go member libraries and 102,885 users across the state.

Montana Memory Project

The Montana Memory Project (MMP) supports the creation of, and provides free access to, digital collections of items relating to Montana's cultural heritage and government. Libraries, museums, local government agencies, and historical societies across Montana contribute content to the website.

Montana Shared Catalog

The Montana Shared Catalog (MSC) is a consortium of 175 multi-type libraries that share, at minimum, an online catalog and system administrator staff.

The libraries that enjoy the greatest benefit from MSC membership also participate in sharing groups in which library patrons can seamlessly place holds on items from dozens of libraries around the state and pick up the item soon afterward. This program is made cost-effective through the use of a courier service, in which crates of items are delivered from library to library.

Commission and Councils

Montana State Library Commission

The State Library Commission is the governing body of the State Library in accordance with 22-1-101, Montana Code Annotated. The seven-member Commission seeks advice from a number of standing advisory councils and ad hoc task forces on issues of importance to the communities served.

Montana Land Information Advisory Council

The Montana Land Information Advisory Council (MLIAC), as required by statute, advises the State Librarian and the State Library Commission on issues related to land information, on the priority of land information, including data layers to be developed, on the development and management of the Montana Land Information Act grant process and on the distribution of funds collected in the Montana Land Information Account.

Network Advisory Council

The Network Advisory Council (NAC) represents the interests of all types of Montana libraries and maintains the perspective of statewide geographical balance as it explores technology resources, assists with the official procurement process of those resources, reviews and evaluates the feasibility, design,

and outcomes of statewide library projects; assists with statewide planning, and advises the State Librarian and the State Library Commission as appropriate.

Highlights

LUCA

During the summer of 2018, MSL participated as a state-level participant in the U.S. Census Bureau's Local Update of Census Addresses (LUCA) Operation, part of the run up to the 2020 Census. MSL submitted address additions and changes for 39 counties that did not sign up to participate in LUCA on their own. In the end, over 53,000 new addresses and 65,000 address corrections submitted by MSL were accepted by the Census Bureau.

Strategic Plan Pathway Pilot

In July 2018, MSL began a pilot project to explore a new pathway to certification for Montana library staff. The Strategic Track is based on the applicant submitting a professional development plan that is linked directly to their library's strategic goals. Ten librarians from six libraries participated in the pilot, creating plans and participating in self-paced independent learning modules. Based on the pilot project findings, the Continuing Education Coordinator recommended that a modified Strategic Certification Pathway be adopted as an option for Montana library staff, and the new track will be implemented in early 2020.

Talking Book Library Anniversary

On August 7, 2018, MSL celebrated the 50th anniversary of the Talking Book Library program with a celebration dinner. Highlights included a speech by author Dale Sheldon and messages from Governor Bullock and Senator Tester. Past and present staff and volunteers were praised for their dedication to the program, and longtime patrons were recognized.

Public Relations Campaign

Throughout much of FY2019, MSL continued its public relations campaign to demonstrate the value of Montana libraries and geographic information resources. The Information Powers MT campaign focused

on the relevance of these resources in the 21st century and their importance to Montana's economy, culture, and society.

NG9-1-1 GIS Data Assessment Project

With funding from the 2017 Legislature, MSL contracted for and coordinated a Next Generation 9-1-1 (NG9-1-1) GIS data assessment project for every public-safety answering point (PSAP) in Montana. This assessment was an important first step in understanding fitness for use of existing local government 9-1-1 GIS datasets for NG9-1-1. Of the 52 primary PSAPs throughout the state, all county PSAPs and one of the three tribal PSAPs participated in the project. The results of each assessment were provided to the county/tribal PSAP and may be used to help prioritize required improvements to the GIS data to meet NG9-1-1 standards. The results also provided a high-level view of how prepared the state is as a whole from a GIS perspective for NG9-1-1.

MLIA Grant Projects

In accordance with the Montana Land Information Act (MLIA), MSL administers an annual grant program to distribute accumulated funds from the Montana Land Information Account, established by the MLIA. Grant applications are evaluated by the State Library and the Montana Land Information Advisory Council, and follow the MLIAC Grant Subcommittee Code of Ethics. Grant criteria are established based on the original intent of the MLIA and the goals and objectives of the annual Montana Land Information Plan.

In FY2019, MSL awarded 13 grant recipients across Montana a total of $249,850.

Montana Shared Catalog Upgrades

In October 2018, the MSC Symphony server was successfully migrated from ASCII to Unicode, enabling better access to non-English speaking users.

In March 2019, a new help desk system with an integrated knowledgebase was rolled out to member librarians. This system allows staff to better track and answer questions, while also providing an easily accessible reference portal for member libraries.

Talking Book Conversion Project

In April 2019, the Talking Book Library program marked the completion of its digital conversion project.

As of 2018, 670 locally-recorded Montana books had not yet been converted to digital and were only available in analog (cassette) format. From April 2018 to April 2019, staff and volunteers worked to prepare 59 boxes of master reels and print copies of books to be shipped to Potomac Talking Book Services in Rockville, Maryland. As books were returned to MSL, the newly digital titles were added to the catalog and made available to patrons. When the project was completed in April 2019, 77% of the converted titles had already circulated to patrons at least once, with many going out to patrons as soon as they were received back from the conversion process.

Montana Shared Catalog New Libraries

Two libraries joined the Montana Shared Catalog consortium: Blackfeet Community College's Medicine Spring Library in Browning and the Lewis and Clark Library in Helena. Medicine Spring Library went live in November 2018 and Lewis and Clark Library went live in May 2019. MSC System Administrators migrated library patron information and bibliographic records the catalog, created an online access interface for patrons, and trained library staff on how to use the new system.

NASA @ My Library

Montana State Library received a NASA @ My Library grant from the Space Science Institute to provide STEM, space, and earth science-themed kits to public libraries to help support the 2019 summer reading theme of "Space: A Universe of Stories". Two STEM kits were given to MSL (Kit 1: Sun-Earth-Moon Connections, and Kit 2: Be a NASA Scientist), and in partnership with the Museum of the Rockies, MSL created 55 replicas of Kit 1 and distributed them to libraries across Montana.

Summer Library Leadership Institute

In June 2019, ten librarians, three facilitators, and three MSL staff met for an intensive four-day retreat at the Rising Wolf Ranch near East Glacier Park. Participants learned about leadership styles, practiced communication strategies, and explored project management models. Each participant will ultimately design and implement a project utilizing their new knowledge and skills, and will present their finished result to the MSL Commission.

State Publications Digitization Project

In June 2019, MSL celebrated the completion of the State Publications digitization project. The project began in FY2008, and resulted in 26,644 historic print state publications being made available online.

During FY2019, MSL expanded the scope of its state publications collection to include websites from school districts, public libraries, and tribal, county, and local governments. This expansion amounted to 628 GB of new data, comprised of 21,982,232 documents.

3D Elevation Program Funding

Coordination efforts led by MSL staff resulted in a successful application to the U.S. Geological Survey Broad Agency Announcement for 3D Elevation Program. This agreement will result in the collection of approximately 6,400 square miles of lidar data (~$1.5M) in Custer, Powder River, and Granite Counties.

State Lidar Plan

In June 2019, MSL released the Montana Lidar Plan. Lidar, which stands for Light Detection and Ranging, is a remote sensing method that uses light in the form of a pulsed laser to measure ranges (variable distances) to the Earth. The plan provides recommendations for the collection, maintenance, and dissemination of lidar data. Importantly, the plan creates an avenue for state, local, and tribal entities to acquire lidar data through partnerships and coordination with the Montana Elevation Working Group and MSL.