EXHIBIT 4
DATE 1/11/2005
HB

Montana Historical Society
Decision Packages

Administration Program (01)

Present Law Decision Packages	Funding	FTE	FY 2006	FY2007	Biennium
DP 1A – Security Equipment Replacement	General Fund		$55,074	$0	$55,074
DP 7000 – Computer Server Replacement	General Fund		$10,000	$10,000	$20,000

New Proposal Decision Packages	Funding	FTE	FY 2006	FY2007	Biennium
DP 4 - Entrance Fee Collection and Exhibits	Proprietary	0.75	$27,219	$27,178	$54,397
DP 10A - Registration Fees	Proprietary		$18,305	$18,305	$36,610

Montana Historical Society
Computer Equipment Replacement Schedule

Year Purchased	Server	PC	Laptop	Printer	Projector	Scanners	Total
1994		1		3			4
1995				4			4
1996		1					1
1997						2	2
1998				5	1		6
1999		9		3			12
2000	1	7		2			10
2001	1	9		3			13
2002		17		1			18
2003		11	1	5		1	18
2004		9		5			14
Grand Total	2	64	1	31	1	3	102

- State Recommended Guideline - 4 year replacement cycle.
- 2 Servers, 44 Computers and 21 printers are out of compliance with state guideline.

Montana Historical Society
Annual History Conference

Education is a core function of the Montana Historical Society to advance an understanding of our state's history and culture. The annual Montana History Conference is a major component of this education effort.

Sessions, workshops and historic tours are appropriately geared to the various audiences engaged. The conference brings together scholars, students, educators, amateur historians, and local history authorities and interested publics from across Montana and surrounding states.

Due to Montana's geographic size and the limited size of the Society's staff and budget, the conference is supported, in part, by the collaborative efforts of other organizations that share like-minded goals, including Museums Association of Montana (MAM), the Montana Preservation Alliance (MPA), the Montana Committee for the Humanities (MCH), the Montana University system, and Montana tribal and private colleges. Support is received from the Montana History Foundation, the Society's Bradley and Bair trusts, the Volney Steele Medical History Foundation, and a variety of non-profit groups, private donors and businesses.

The Montana History Conference fulfills the Montana Historical Society mission by:

(1) expanding statewide preservation training opportunities for fellow museums and other interested publics;
(2) developing and expanding educational programs outside Helena, reaching new audiences across Montana;
(3) developing cooperative relationships with constituencies that contribute to the dissemination of historical information;
(4) developing theme-directed tours of the state employing historical interpretation;
(5) increasing participation of Native Americans and rural Montanans by including them in public programs and as consultants;
(6) improving communications and working relationships with statewide cultural and educational institutions.

PAST HISTORY CONFERENCE LOCATIONS: (Initiated in 1974)

Butte (2)	Lewistown
Billings	Livingston
Fort Benton	Miles City
Great Falls (2)	Missoula (2)
Havre	Red Lodge
Helena (16) (every other year to save costs)	West Yellowstone
Kalispell	Whitefish

Average attendance is 200 per conference.

Montana Historical Society
Security System Replacements

- **Critical security needs:**
  - 24-hour protection of the agency's invaluable and irreplaceable collection of artifacts, art, state documents, records, documents and archives, valued over $100M.
  - Protection of 40,000 to 50,000 annual visitors, school children, and employees.
  - Increased agency Homeland Security concerns as the repository of state archives and documents.
- **Current system weaknesses:**
  - 95% of current electronic surveillance, communication and monitoring systems are over seven years old. System does not provide adequate camera monitoring, outside lighting, and electronic access for delivery dock and other access points.
  - Current security closed-circuit television cameras and black and white monitors for surveillance make it impossible to identify the color of a suspect's clothing or other critical features.
  - System operates 24/7 and is subject to continual failures. On average, 1-2 devices are inoperable or in need of repair per month.
  - After-hours security breeches or failures would be catastrophic in event of theft, natural disasters and/or mechanical failures. The current system has no communication back-up if telephone lines fail.
- **Proposed use of $55,074:**
  - Immediate replacement of critical, obsolete and/or dysfunctional system components.
  - Overhaul and upgrade of basic system, to include color cameras, color monitors, digital color multiplexer and digital video recorders.
  - Upgrade museum access control computer and software to provide reliable and adequate protection and meet basic security needs.
- **Cost of a fully integrated security system:**
  - Upgrade to a fully integrated system, providing state-of-the-art detection, identification, cellular communication back-up for burglary and fire.
  - Enhanced response capabilities for all agency programs would cost an additional $46K, plus $25,000 per year for a four-year replacement and maintenance schedule.

Montana Historical Society
Computer Equipment Needs

Computer Server Replacement:

- $10,000 each fiscal year ($20,000 for biennium).
- Replace the two servers at the Society.
- Society requests the appropriation be biennial to allow more flexibility in the timing of replacing the servers. If no additional funding for computer/printer replacement is provided to the Society, the Society would request adding language to allow any unused appropriation for server replacement to be spent for critical computer needs.

Montana Historical Society
Information Technology Support

Concerns:

- No Information Technology (IT) staff at the Society
- Society is largest agency without dedicated IT staff
- Society contracts with DofA-ITSD for Information Technology Service
- Society has limited funding to pay costs for IT services
    - Base Year 2004 - $7,500 paid for 120 hours of IT services
    - Services met very minimal essential needs of the Society

Software Unique to the Society: <u>(No ITSD Support)</u>

- Expertise for Society software programs are not tested or supported by ITSD

  Library:
    - Star software - Cataloging
    - Electronic Library Catalog - Sirsi Unicorn System: support provided by Montana Shared Catalog Consortium, the Montana State Library Staff, and by Sirsi Corporation
    - Corel XmetaL software for the Northwest Digital Archives, Society web-based archives database, which is based on EAD encoding
    - Adobe Photo Shop software used for digital work in the dark room. Limited support by ITSD, due to specialized use of software by Library.
    - Specialized use of Microsoft Access software for the Place Names Book project, the Society receives limited support from ITSD. Customized database with all support coming from NRIS Staff at the State Library
    - Reflections – Library communications software

  Museum:
    - Past Perfect - museum collections database software
    - FrontPage - publications software
    - Access - database and mailing list software
    - Adobe PageMaker -graphic design software
    - Adobe Illustrator
    - Adobe InDesign - custom tour and traveling exhibit scheduling software
    - Dreamweaver - web interface software
    - Publisher - publications software (newsletters)

  Publications:
    - Paradigm – membership database

  Store:
    - Booklog

  Administration:
    - Quickbooks

Montana Historical Society
Entrance Fee Summary

Fee system implemented February 2002

	Revenue	Paying Visitors
FY 2002	$21,272	9,454
FY 2003	$65,390	26,733

Fees increased for adults May 2004

FY 2004	$54,254	21,326
FY 2005	$55,000 (est.)	22,000 (est.)

Entrance Fee Expenditures

Fee System Implementation
Signing/lobby changes/visitors contact station
Fee collectors/cashiers
Electronic cash register/computer
Online credit card machine
Brochures and marketing statewide

Public Program Enhancements
Exhibit tours
School programs
Public educational programs
Exhibit maintenance and updates
Short-term exhibit curation and preparation
Major Lewis and Clark Exhibit – long term *(Neither Empty Nor Unknown)*

Montana Historical Society
Funding for Major Lewis and Clark Exhibit
"Neither Empty Nor Unknown"

Current funds available (Private donations/fees)	$218,300
Additional funds needed (Goal 50% private)	$300,000
Estimated project total	$518,300

(This is a long term exhibit, 15 to 20 years minimum)