

**Bozeman Public Library Board of Trustees Regular Meeting
Library Board/Staff Conference Room
Bozeman Public Library
Wednesday, April 21, 2010
4:00 P.M.**

ATTENDANCE

Present: Trustees: Ron Farmer, Chair; Jacki McGuire; Donna Swarthout; Paula Beswick, Foundation; Lois Dissly and Terri Dood, Staff; Sean Becker, Deputy Mayor; and Alice Meister, Director.
Absent: Holly Brown; Judy Mathre; and Chris Kukulski, City Manager. Guest: Jamie Johnston, Friends of the Library.

CALL TO ORDER

The meeting was called to order at 4:03 p.m. by Chair Farmer.

APPROVAL OF MINUTES

McGuire moved to approve the March 17, 2010 Library Board minutes, Swarthout seconded, and the motion passed 3-0.

CORRESPONDENCE

Meister received public comments which included a request for Sunday hours throughout the year as this person believes "it is obvious that it is a popular place and valuable resource for any and all Bozeman residents to be able to access every day!" Another person requested that the water pressure be reduced in the men's room as water currently splatters and that the water temperature be reduced from scalding to hot; all of this has been done and relayed to the patron. Someone thought it would be nice if there was a trash bin next to the changing table in the family bathroom, as the current one is too small for diapers. A patron suggested putting the Library telephone number under library hours on the website, and a "contact us" has been added to give that information. More biographies on certain people were requested, probably due to school assignments. A ten-year-old patron wanted art kids her age would like. A patron wrote a compliment about Terri Dood saying, "Great employee—grand help—super lady! What an asset to our Library! Thank God for T. Dood!" An individual complained that the Lindley Perk Coffee Shop wanted to charge 25 cents for a cup of ice; after frequently giving tips for coffee, this person found this charge disappointing. A person recommended various DVDs for the Library's collection. Several people emailed recommended websites to add to the Library's website, but these were primarily their own businesses. A person recommended a film to buy plus a book of local interest. A woman whose grandson was yelled at by another patron wrote to thank Children's Department Supervisor Cindy Christin for her concern over the incident and said, "You do a wonderful job. It means a great deal to us but also to the community at large. We are lucky." Friends Board member Jamie Johnston, who has volunteered to be the Library's Facebook Coordinator, responded to several inquiries about setting up the page and other logistical questions. National Renewable Energy Laboratory arranged an environmental tour of the Library and thanked Meister for working with them on setting up the tour. A Montana Library Association (MLA) attendee emailed to say, "How beautiful the library is, especially the views from the window. It is so cool to find a library that doesn't feel like a box of books." A former Foundation Board member sent an article about Portland area libraries and noted, "I cannot imagine any library does any more or better than our Bozeman Library." Dissly emailed that she had visited the Substitute Solutions booth at the Public Library Association Conference in Portland, and using that company would not be cost effective unless the Library employed about 75 people. There is always a possibility that the Library could partner with another local employer to share the cost, but there is no one currently in the state using this business. Meister mentioned an email about virtual reference service called AskMontana, which will no longer be funded by the State Library. The cost is high (\$16,000+), and the statistics do not justify continuing the service. Local patrons initiated chat questions through AskMontana on the average of two per month, and Reference Librarian Katie Biehl is answering about two per month. Weaver Tracy Penfield wrote to thank Meister and the Library staff for their help during the time she was resizing the tapestry. Barbara Therous, who chaired the Montana Book Awards, wrote to thank the Library for hosting the reception. Wallace McRae, who received one of the Awards, wrote Meister to thank her for the personal tour of the Library and to thank everyone who made the Awards Ceremony possible. A patron asked about downloadable electronic books, and Meister responded that the Library does offer a collection.

Nancy Stiner thanked the Board for the floral bouquet she received for Administrative Professional's Day. A patron asked about creating an on-line calendar for meeting room sign-up; however, the City's Information Technology Department is not allowing the Library to offer the meeting room calendar to the public due to lack of ADA website compliancy. Meister received many congratulatory cards and notes on her Librarian of the Year Award; one person who wrote to congratulate her inquired about help with an international library project he is undertaking. Meister met with him to discuss his situation. A patron wrote Beth Boyson, who is in charge of the Library's book club kits, to inquire about donating a book kit to the Library, and Boyson gladly accepted. Meister noted that sadly Beverly Knapp, who used to be a City Commissioner and Library Foundation Board member died on March 25. The Library was designated as the recipient for her memorials. Meister attended her funeral and helped serve refreshments at the reception which followed the service. Meister also said that a Public Assembly Permit for a march planned for April 15 from the Library lot nor may they congregate in the Library. A thank you from the County Homemakers was read.

FRIENDS OF THE LIBRARY REPORT

Meister reported that the Friends met on Tuesday, April 13 and conferred with consultant Terry Profota about the role of the Friends group. Bruce McLeod was voted in as a member of the Board. Jamie Johnston happened to stop by the Trustees' meeting and gave a report on the Library's Facebook page, which she has instigated and developed (www.facebook.com/BozemanPublicLibrary). She noted that nearly 500 people have signed up for it; the "Wall" setting is set so that users can post comments but cannot post links, pictures, and/or videos. She explained that there are tabs for the Friends, Lindley Perk Coffee Shop, and the Foundation along with usage guidelines. She has only taken one post off, and that was due to a user encouraging Library fans to become fans of another non-profit, which would set a precedent for allowing similar comments in support of other groups, some of which the Library might not support. Becker asked about being notified by Facebook. Johnston thanked the Trustees for their interest. The next meeting is Tuesday, May 11 at 6:15 p.m. in the Board Room.

FOUNDATION REPORT

Beswick reported that there were approximately 150 people at the Cornerstone Event this past Saturday, which featured authors Gatz Hjortsberg, Kent Davis, and Chrysti the Wordsmith and emceed by Al Kesselheim. George Cole received the Cornerstone Award for his contribution to literature, libraries, and learning. Sweet Pea Landscaping donated a landscaping item for the silent auction and will plant a tree this week (weather permitting) in honor of Earth Day and a children's environmental program. On May 13 Jennifer Morrill and her realty firm Keller-Williams will help clean up the grounds. Beswick will take a group on a LEED tour next Monday. On May 19 there will be Bozeman Cultural Council luncheon, which delivered a draft to the Planning Board for inclusion in the City's long-range plan. Beswick will be going to Red Lodge to represent the Foundation at a community forum. There was a SAT essay writing workshop last evening with the PowerPoint presentation posted on Hawk TV. "Exploring the Arts" featured Weatherwood on April 19, attracting 81 people to the performance. Creative Workshops are being organized for August. On June 5 there will be an art opening/reception for Marsha Karle and Paul Schullery to celebrate their new book "The High Wild Country: A Celebration of Waterton-Glacier International Peace Park." The next Foundation Board meeting is April 29 from 1:30-3:00 p.m. in the Board Room.

DIRECTOR'S REPORT

Meister noted that the April statistical report showed a 2.05% increase in circulation along with a 71% increase in website visits and a 27% increase in children's/YA programs. There was a 1.38% increase in door traffic and a 74.4% increase in interlibrary loan transactions. At 79.16% of the fiscal year completed, there is 25.9% left in the budget. The MLA Conference went well with nearly 400 attendees, who seemed to especially appreciate the addition of the Technology Round Robin and the author readings. The Thursday night Montana Book Awards were a highlight with appreciation to the Foundation; thanks go to the Friends for co-sponsoring the Wednesday night reception. Meister greatly appreciated the support of the Trustees, Staff, City Manager, and two Commissioners who attended the Awards Luncheon, when Meister received her Award. April 11-17 was National Library Week with the theme of "Communities Thrive @your library." Programs were

planned during the week, and food was collected in lieu of fines. The week culminated with the Cornerstone Celebration. Beswick and Meister gave a Library program to the Business and Professional Women on April 14. The Library was asked to be a drop site as part of the statewide Courier Pilot Project, where the State Library would provide funds through June 30, 2011 to underwrite this project. The concept is to start and maintain a courier service between 12 potential drop sites, where each served library would make arrangements to move their materials between their libraries and the drop site. Meister will be attending the Montana Shared Catalog meeting in Billings on May 6-7. She has been asked to serve as a panelist on an Institute of Museum and Library Services (IMLS) Laura Bush 21st Century Librarian Program Overview Panel on May 17 in Washington, DC. Mary Jo Stanislaw, Dood, and Dissly attended the Public Library Association meeting in Portland, Oregon March 24-27. Pam Henley attended the Mountain Plains Library Association Conference as the MLA representative. Meister has been communicating with LucaLight about the stack lights, which should arrive by the end of April or beginning of May. Ron Davis at Tyler Electric will be responsible for installing the lights. Meister has been working with Martha Joh Reeder on the Nomkhubulwane (elephant sculpture) project, which will promote local sustainability during August through mid-September. Meister met with Gallatin Art Crossing about plans for 30 Main Street sculptures this summer; last year there were 18. The Sculpture Park Board has secured its 501(c)(3) status and is fundraising in anticipation of summer sculpture exhibit in 2011. There will be a meeting on April 22 to discuss progress. April 19-25 is Screen Free Week, which involves going without television, videos, or computer games for a week. Events throughout Bozeman offer a variety of activities for kids and families. For those who are able to do without, there will be a sleepover at the Library on Friday, May 7. RFID is getting close to functioning as it should; checkout receipts can be emailed, and patrons can pay their fines on-line. There was an incident where an elderly patron was abandoned at the Library by a man who drove off in her car. He eventually returned, though Meister had notified the police by then.

**ITEMS FOR
DISCUSSION/ACTION:
DEPRECIATION FUND**

There was continued discussion about establishing a Library Depreciation Fund, as set forth in MCA 22-1-305-307. Meister had discussed the concept with other library directors who had attended MLA, and all were in favor of doing so. She distributed a PowerPoint presentation about the topic. Becker had discussed the topic with Finance Director Anna Rosenberry, who seemed amenable to the idea as it would carry over funds from one year to the next. Becker said Rosenberry wondered about its impact on the Foundation, and Beswick responded that it would only be positive and a selling point for the Foundation. It was decided to discuss this as an action item at the May Board meeting.

**BOARD MEMBER'S AND CITY
REPORTS**

There was none.

PUBLIC COMMENT

There was none.

**EXECUTIVE SESSION RE:
DIRECTOR'S PERFORMANCE
APPRAISAL**

Swarthout questioned how to fill out the extensive City evaluation form and was told to consult with Human Resources Director Pattie Berg. Trustees felt the form was overly long and onerous. The appraisal was postponed to the May meeting.

ADJOURNMENT

The meeting was adjourned at 5:04 p.m. The next regular Library Board meeting will be Wednesday, May 19, 2010 at 4:00 p.m. in the Board Room.

