Bozeman Public Library Board of Trustees Regular Meeting  
Library Board/Staff Conference Room  
Bozeman Public Library  
Wednesday, July 18, 2012  
Minutes

**Attendance**  Present: Trustees Jacki McGuire (Acting Chair), Jennifer Pawlak, Judy Mathre; Bozeman Public Library (BPL) Director, Susan Gregory; BPL Department Heads, Lois Dissly, Terri Dood; City Manager Chris Kukulski; City of Bozeman Superintendent of Facilities James Goehrung; BPL Friends President John Gallagher.

**Call to Order**  The meeting was called to order by Acting Chair McGuire at 4 p.m.

**Approval of Minutes**  Trustee Jennifer Pawlak moved that the minutes of the June 20, 2012, meeting be approved. Judy Mathre seconded the motion. The Board voted unanimously to approve the minutes.

**Correspondence**  Susan shared comments from Library patrons. There was a request for more books and computers in the Children's Library, and another patron asked for more *Hank the Cow Dog* tapes and CDs. There was also a request for a longer than 14-day checkout period for eBooks; the patron had checked out a 40-hour long eBook and pointed out that he would have to listen for 8 hours per day to finish the book on time. There was a suggestion that the Library open one hour earlier, i.e. at 9a.m. A patron said that Library staff on the second floor were too loud. Finally, a patron commenting on the Children's Library had “no suggestions, only compliments”.

**Friends Report**  Friends President John Gallagher presented an update of their activities. The Friends Board is doing administrative housecleaning. There is a new Board member, Barb Cisneros. The Friends are looking into revising their insurance coverage for deposits. Susan suggested that the Friends could look into the possibility of a Bozeman Police Department escort for FOL depositors. The Summer Book Sale raised just over $10,000. They are searching for ways to maximize the efficiency of expenditures, such as using temporary workers from Job Service to move Book Sale books, rather than a contractor as had been done in the past. The Friends have a new governance committee, which is currently in the process of revising the Friends' Mission Statement.

**Foundation Report**  Susan presented a brief report based on a note from Foundation Director Paula Beswick. The Jazz and More programs continue to be very successful and well attended. The Heeb's BBQ fundraiser is planned for August 3rd, with all proceeds going to the Foundation. Fundraising is down for the Foundation, but somewhat expected given the state of the economy. Pinky and the Floyd will perform on the July 29th edition of Day on the Green series, followed by the Bozeman High School Grads Music Jam on August 8th. The Creative Workshops will begin the first week of August and continue for three weeks. Lastly, the Foundation now has a Facebook page.

**Director’s Report**  Susan began with the statistical report for the end of FY 2012, which showed a door count of 396,487 visits over the last year, an increase of 2.27% over the previous year. Otherwise, there seems to be little change in previously noted trends. Children's programs continue to be very successful and well-attended, so Children's Librarian Cindy Christin is beginning to put more emphasis on patron services in the Children's area. The review of statistics is ongoing, and Susan
expects to present a new format and new tracking protocols soon. Jennifer Pawlak inquired about seemingly low EBSCO database usage, and Judy Mathre remarked on the large increase in website hits. Susan presented the budget report for the first month of FY2013. Cindy Christin sent a message about a display at First Security Bank on Main Street to promote the Children's Library Block Playspace. Susan then spoke about her attendance at the ALA conference in Anaheim, CA with Paula; they are looking for ways to fund Library staff attendance at regional and national conferences. They met with strategic planning and fundraising consultants at the conference for a brainstorming session. Susan has been interviewing for the 15-hour Computer Services position with Terri and Lois. The roof repair project began the week of July 9th. Susan, Paula, and Department Heads had a very productive planning retreat in early July. Susan has been participating in the selection of the new Dean of the Library at MSU. Jennifer Pawlak asked about the recent spate of DVD thefts, which Susan explained. Jacki McGuire inquired about possible construction/rezoning on Wallace Street. The 20-hour custodian position has been approved, and James Goehrung has received the position description.

City Manager Report  Chris Kukulski gave a brief report of the potential rezoning of the area around the Library. The current zoning classification is R-4; there is a movement to change its classification to B3, which will bring it into line with the rest of the downtown area. There will be discussion of this at the next City Commission meeting on August 6th to allow residents to express their thoughts and concerns.

Items for Discussion/Action

Discussion  James Goehrung presented an update on the roof repair project, which began July 9th and is expected to last for 60 days (a more precise schedule will be delivered as soon as possible). The architect is closely following the project with frequent visits to the site. A representative from the roofing material manufacturer will ensure the contractor's adherence to installation standards for warranty purposes. There are negotiations ongoing between the City, the architect, and the insurance carrier regarding snow guards suggested by the architect. James will keep the Board apprised of the status of these negotiations. The Bozeman Sculpture Park is looking for new sites within the Library property for four concrete pads to display new works. James is also coordinating landscaping work, possibly with volunteers providing labor.

The Board discussed the two candidates who have applied for the vacant Board of Trustees seat. After due deliberation, the Board selected their preferred candidate to recommend for approval by the Mayor and City Commission.

Action  John Gallagher distributed a draft copy of the Friends' Memorandum of Understanding regarding the Lindley Perk coffee shop lease. City Attorney Greg Sullivan suggested one change to wording of the MOU. Jennifer Pawlak moved to adopt the memorandum with the recommended change; Judy Mathre seconded the motion. The Board voted unanimously to approve.

Adjournment  There being no further public business, Acting Chair McGuire adjourned the meeting at 5.10 p.m.