Bozeman Public Library Board of Trustees Regular Meeting
Library Board/Staff Conference Room
Bozeman Public Library
Wednesday, March 21, 2012
Minutes

Attendance
Present: Board of Trustees Chair, Ron Farmer; Trustees Jennifer Pawlak, Jackie McGuire, Judy Mathre; James Goehrung, City of Bozeman; City Manager, Chris Kukulski; Deputy Mayor, Jeff Krauss; Mark Headley; Bozeman Public Library (BPL) Foundation Director, Paula Beswick; BPL Director, Susan Gregory; BPL Department Head, Terri Dood; Montana State University students, Mary Koppy and Becky Hattersley.

Guests: two members of the public.

Call to Order
The meeting was called to order by Chairman Farmer at 4:05 p.m.

Approval of Minutes
Judy Mathre moved that the minutes of the February 15, 2012, meeting be approved. Jennifer Pawlak seconded the motion. The Board voted unanimously to approve the minutes.

Correspondence
Susan shared comments from Library patrons. A thank-you note was received from a middle-school student who shadowed the YA Librarian, Ginny Cowan, for a school project. Customers asked for more study tables and chairs upstairs, a paper shredder in the Computer Services room, more classes on Kindles and e-readers, more copies of e-books and business card-sized refrigerator magnets with the Library hours on them. One customer asked that people using the public computers be more conscientious about good hygiene practices when they have colds, one person asked for a 2-hour section of parking for those people who just want to browse in the Library, and one person asked that new signage be placed at the north entrance that prohibits using the handrails on the sidewalk as a place to lock bicycles.
We received a thank-you note from a patron for the St. Patrick’s Day program that featured Celtic music and Irish step dancing; she said that it was great family entertainment.
**Items for Action**

Chair Farmer asked that the update on the Roof project be next on the agenda. James Goehrung, City Facilities Supervisor, reported that three firms met the initial RFQ standards and were asked to submit bids for the job for different roof types. A bid for a membrane roof was submitted by Summit Roofing that was superior due to the roof’s 20-year warranty and ability to withstand hail damage. Architect Mark Headley said that a temporary plywood roof will be installed during the project to protect the Library’s interior during construction. He anticipates the project will begin on July 5th. The contract will include interior protection of the Library so that daily operations will not be affected. Old insulation will be taken out and re-cycled; new insulation will be installed for 2-layer density. The humidification system will be disconnected permanently.

Mark Headley will be on site four days a week, for an hour a day. City staff and manufacturer’s representatives will be on the Library project site, as well. Mark said that the project should take approximately 60 days to complete. The workers will need sixteen parking spaces. Staging will be on the south end of the building.

A member of the public asked if the roof plans are available for people to see and Mark replied in the affirmative; he said that the plans are open to everyone as public records. The guest asked how the ceiling is connected to the steel roof and wondered if the screws used originally are part of the reason for roof leaks. Mark responded that the leaks are near the skylights. The guest commented that the roof has leaked since the beginning and James and Mark agreed. The guest said that he has installed metal roofs on projects for many years and was distressed to see a metal roof replaced with a rubber roof. Mark said that the biggest reason to do so was to lessen hail damage.

James asked that the Library Board of Trustees vote to award the bid of the roofing contract to Summit Roofing in the amount of $294,550.00.

**Action**

Library Trustee Judy Mathre moved that the bid be awarded to Summit Roofing and Trustee Jennifer Pawlak seconded the motion. The Library Board of Trustees voted unanimously to award the bid to Summit Roofing in the amount stated above.

**Friends Report**

No one from the Bozeman Public Library Friends of the Library was present, so no report was given.
Foundation Report

Foundation Director Paula Beswick reminded everyone that the Annual Cornerstone Gala is on Saturday, April 14th, and that this year’s Cornerstone Award is being given to Jan Zauha, of Montana State University’s Renne Library, for her great contributions to the local literary community. On April 4th, the “One World, One Water” sculpture that has been on the west side of the Library will be moved and taken to its permanent home in Denver. Paula is working with area artists to choose a new piece of outdoor sculpture to replace it. The Celtic trio, “Weatherwood”, will perform at the Library on March 26th and “The Wanderers,” a Woody Guthrie tribute folk group, will perform on April 16th. Proposals are currently being accepted for the 2013 Art Exhibit roster for lobby exhibits; the selection committee will meet and choose artists this month. Paula is producing and hosting a series of four College Prep classes in April that will help students and their parents select the best college experience and explore financial aid. Jack Kligerman, Chair Emeritus of the Lehmann College English Department, NYC, will present “An Evening of Charles Dickens’ on April 27th, which will feature eight readings of some of Dickens’ most famous work to honor the author’s 200th birthday. Guest readers will include Paula and Susan Gregory. The Foundation’s Finance Committee reports that contributions are up 9.5% so far this year and are up 22% over a three-year period.

Director’s Report

Susan invited the Trustees to attend the upcoming Montana Library Association Conference, April 12-14, 2012, at Big Sky. Sixteen Library staff will attend the conference, which is an all-time high due to the close proximity of the conference. Staff will be able to drive back and forth to Bozeman, unless they need to stay overnight. Susan reported that all Library staff will attend Ethics training at City Hall in April. Chris Kukulski explained the requirement for both City staff and members of citizen advisory boards to attend the annual Ethics training; it is in the City Charter. This year’s trainings will allow for more group work, feedback and discussion than prior years’ trainings. Susan shared that she and Sharyn Anhalt are working with City Attorney Greg Sullivan on a new lease for the Lindley Perk Coffee Shop. Greg has drafted a lease that states that the Library Board of Trustees are Lessors and Jason Cargill, Lindley Perk Manager, is the Lessee. The Library Board is the responsible party for the coffee shop; the Friends of the Library will continue to oversee the operations and finances of the shop.
**City Reports**

Chris Kukulski reported that the City had 64 applicants for the position of I.T. Director. Longtime City of Bozeman employees Ron Dingman and Debbie Arkell will be retiring this summer. Ron will retire in July and Debbie, who has been with the City for 30 years, will retire at the end of August.

**Adjournment**

There being no further business, Judy Mathre moved that the meeting be adjourned. Jennifer Pawlak seconded the motion. Chairman Farmer adjourned the meeting at 5:18 p.m.