ATTENDANCE

Present: Trustees: Ron Farmer, Chair; George Cole; Judy Mathre; Jacki McGuire; Paula Beswick, Foundation; Lois Dissly and Terri Dood, Acting Co-Directors. Guests: Tim Cooper, Assistant City Attorney; Joe Cartwright; and Todd Kaib.

CALL TO ORDER

The meeting was called to order at 4:02 p.m. by Chair Farmer.

APPROVAL OF MINUTES

McGuire moved to accept the January 19, 2011 Library Board minutes, Cole seconded, and they were approved unanimously.

ITEMS FOR DISCUSSION/ACTION:
REQUEST FOR BOUNDARY REALIGNMENT

Chair Farmer changed the agenda to allow for discussion of the boundary realignment. Cartwright stated he has a contract to purchase the Harrington Furniture Building. While researching the project, he discovered an encroachment on the east side of the Harrington building and is proposing a boundary realignment. Farmer asked Cartwright to share his plans for the building. Cartwright stated that he hopes to purchase the building and clean up the inside, then rent the warehouse and use the cash flow to make code compliance improvements and exterior improvements. Long term plans would include hiring an architect to improve the schematic and possibly adding a restaurant, which would require significant upgrades. He would like to have zoning changed from R4 to B3.

Cooper stated that there are no recorded covenants on the City property. He and Cartwright met a couple of weeks ago to talk about remediation. Cooper was not aware of the encroachment. Cartwright had also met with Debbie Arkell, Director for Public Service. The City Charter requires all conveyances of real property to be accomplished by ordinance. Because the property was purchased for the Library, the Library needs to be involved. Any transfer requires some value. The encroachment seems to diminish the value of both properties, and the value in realignment is to free the property of encroachment. As far as an appraisal, there is probably not much monetary value; therefore, the realignment would not necessarily require an appraisal. Cartwright has talked in length with Montana Department of Environmental Quality (MTDEQ) about remediation of the property and understands what is required by the City and MTDEQ. When questioned about parking, Cartwright responded that there are about 20 spaces on the property, and it also has good pedestrian access. Cooper stated that the process, if the Library Board adopts a resolution to support the realignment, is to make the topic an agenda item for a City Commission meeting.

Action

Cartwright said he would pay for the realignment process. McGuire moved that the Board recommend to the City Commission to have the property realigned; the 1,450 square feet of property defined on the exhibit could be conveyed over to Harrington. Mathre seconded, and the motion passed 3-0.
CORRESPONDENCE

Dissly and Dood received public comments which included one from a person who felt adolescent audio books-on-tape should be converted to CDs since most adolescents haven’t even seen a cassette recorder. A patron suggested adding more tables in the lobby to prevent food crumbs. Another patron suggested a large square sign that says “no cell phones.” A patron wrote disagreeing with the Library’s policy of destroying damaged books that patrons have paid for rather than letting the patron keep the damaged material. Another patron requested quiet voices in the Library. One suggestion asked for a world with no troubles. Another requested more surfing books. A patron thinks the Library is awesome and requested more books about John Glenn. Another patron complained about the squirting of the soap dispensers in the restrooms. A patron wants metal working books, and another patron disagreed with the change made to locate interlibrary loan materials on the second floor. There was a recommendation that we buy a gluten free cookbook. Another complained that the Library is loud. A patron said there is not enough senior parking. Correspondence included a reminder to the Library Board to complete the online ethics training by March 1. Dood received a letter from Darlene Staffeldt, State Librarian, notifying her that Jamie Johnston has fulfilled the requirements of the Montana Certification Program and has been awarded a Library Staff certificate. There was a message from Judy Hart, Director of Lewis and Clark Library, inviting Dood, Dissly and a trustee to attend the Broad Valleys Retreat March 4-5 in Butte. Dissly received a letter from Donci Bardash, project director for the Broadband Technologies Opportunities Program, stating that the 28 computers we are going to receive have been shipped. Dissly also mentioned the free training staff will receive during IT Week (March 8-10). Mary Keefer, on behalf of the Bozeman Sculpture Park Board, requested space for a Sculpture Park display. There were two incidents. One involved an inappropriate comment by a Library patron made to a one-year-old child. Library staff called the police who asked that we have the mother of the child contact them. Another incident involved a profane outburst by a patron using an express computer.

FRIENDS OF THE LIBRARY REPORT

At the Friends meeting on January 31, Dood asked Friends to fund a Tell Me More language database for one year for $4000. Cindy Christin presented a $6000 proposal for Friends to fund early learning environment activities in the Children’s Library. The Friends discussed the plans to hire someone to take over some of the administrative work of the organization. Priscilla Dolan and Sharyn Anhalt, prospective new board members, attended the meeting. Library fans on Facebook are up to 1038.

FOUNDATION REPORT

Beswick met with twelve people from Aspen Pointe for the new Library Montana Project. Author Joshua E.S. Phillips who wrote None of Us Were Like This will speak at Bozeman High School on March 8-9, at the Library on March 8 and with MSU Honor students on March 8. David Shannon will headline the Children’s Festival of the Book on November 5. Beswick and Christin are making plans for Ikebana (Japanese flower arranging) workshops and an exhibit to be held May 20-21. Project Wet will install a sculpture in the west circle mid-March. Programming around water issues will also take place. Plans are progressing for the Cornerstone Celebration that will be held April 15.
Dood reported that the FY2011 budget showed 49% remaining with 58% of the year completed. Statistics showed an increase in circulation especially in the area of non-print. Dood and Dissly, along with Ginny Cowan and Beth Boyson (library staff representatives for the Montana Public Employees Association), attended Interest Based Bargaining on February 2. Dood and Dissly met with Raima Amin to discuss her request to remove from the collection *The Politically Incorrect Guide to Islam* by Robert Spencer. A Committee made up of Dood, Dissly, Boyson and Camille Jackson recommended that the book be retained in the collection. Dood, Dissly and Pam Henley met with Kenneth Stocks who has agreed to assist the Library staff with an application for a Museum and Library Services Grant for a learning lab. Dood and Dissly also met with City IT Director Brendan Steele and City Database/Web Developer Marina Krob to discuss the accessibility compliance of a language database the Library wants to purchase. Henley attended Offline on February 11 and 12. Ellen Baumler from the Montana Historical Society presented a program at the Library honoring Montana’s African American pioneers. Family Science Night and a series for dog owners are other programs scheduled this month. Two Experience Works participants were recently assigned to new job sites so we are short the 40 hours they contributed each month. The Library has purchased a wheelchair and is purchasing an ADA accessible computer table for the 1st floor. City Manager Chris Kukulski, Assistant Manager Chuck Winn, and City Finance Director Anna Rosenberry will be at the Library on February 18 to give staff an update on the City’s budget process. Paul Bentley will provide training for the quarterly staff meeting on March 4.

After clarification about what Dissly and Liza McClelland were paid to be Acting Co-Directors thirteen years ago, McGuire moved to confirm that Dood and Dissly be paid $400/month each during the interim period. Cole seconded, and the motion passed 3-0.

Cole shared some observations and concerns about the RFP process to hire a headhunting firm for the library director search. He had some concerns about the documentation of the initial advertising and felt there was a possibility that the advertising was not as thorough on the online library discussion lists as had originally been discussed. McGuire stated that Cole’s concerns about the advertising were exactly why a headhunter needs to be hired because it is difficult for a volunteer board to commit all of the time needed for the library director search process. Mathre agreed to check on the advertising that has been done to date. Cole also believes the position should be advertised in major regional newspapers. Mathre thought this would be one of the duties of the headhunter. She doesn’t want to duplicate what the headhunter will be paid to do. Cole also expressed a desire that the advertising continue during the RFP process for a headhunter and that the posting be changed to an “open until filled” deadline. There was also discussion on who the headhunter should report to with general agreement that it should be Pattie Berg. It is hoped that with the assistance of a headhunter, there will be 12-15 top candidates. As previously discussed nothing should be edited from the applications. There was discussion about the necessity of a Master’s Degree in Library Science. The State Library confirmed this as a requirement for Library Directors with service populations greater than 25,000. Some concern was expressed about the tone of the letters being mailed by Berg to the five applicants.
Dissly and Dood presented a draft of major objectives and anticipated accomplishments that will appear in the City of Bozeman 2011-2012 Approved Budget. Obtaining a 20 hour/week janitor is a top priority. They also asked for guidance on plans to research staffing needs to increase hours of operation. They currently have four scenarios and hope to have an intern conduct a survey to determine which hours the public would prefer. Farmer expressed approval of the steps they were taking.

The meeting was adjourned at 6:13 p.m. The next meeting will be Wednesday, March 16, 2011 at 4 p.m. in the Library Board/Staff Conference Room.