

**Bozeman Public Library Board of Trustees Regular Meeting
Library Board/Staff Conference Room
Bozeman Public Library
Wednesday, July 20, 2011
4:00 p.m.**

AGENDA

1. Call to Order
2. Minutes of the June 15, 2011 Board Meeting; minutes of Special Meeting July 7, 2011
3. Correspondence
4. Friends of the Library Report
5. Foundation Report
6. Director's Report
7. Items for Discussion/Action: Annual Election of Officers; Bozeman Sculpture Park Update and Tourism Infrastructure Investment Grant; Consider a formal recommendation to the Bozeman City Commission to approve, conditionally approve, or deny the proposed Certificate of Survey intended to allow a change in the boundary line between the Library parcel and adjacent Harrington parcel and allow a one-time transfer of a tract to effect that change; Library Director Search Committee Update; non-MPEA staff salary adjustments
8. Board Members' and City Reports
 - A. Report from Deputy Mayor Sean Becker
 - B. Report from City Manager Chris Kukulski
9. Public Comment
10. Adjournment

Library Board meetings are open to all members of the public. If you have a disability that requires assistance, please contact our ADA Coordinator, Pam Henley, at 582-2400 (TDD 582-2301).

Bozeman Public Library Board of Trustees Regular Meeting
Library Board/Staff Conference Room
Bozeman Public Library
Wednesday, June 15, 2011
4:00 P.M.

ATTENDANCE

Present: Trustees: Ron Farmer, Chair; Holly Brown; George Cole; Judy Mathre; Paula Beswick, Foundation (joined meeting at approximately 5:30); Lois Dissly, Acting Co-Director. Guests: Chris Mehl, City Commission; Brit Fontenot, Director of Economic Development; James Goehrung, City Superintendent of Facilities; Tom Clark.

CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Chair Farmer.

APPROVAL OF MINUTES

Cole moved to accept the May 18, 2011 minutes with the following corrections: In the Foundation Report, "about \$3 million dollars" should be changed to "over \$3 million dollars"; "the Committee decided to have an audit done" should be changed to "the Committee is looking into having an audit done"; and "The author, Aron Ralston, will be speaking at MSU and Bozeman High School" should be changed to "The author, Aron Ralston, will be speaking at MSU and at the Library." Mathre seconded, and the minutes were unanimously approved as corrected.

**ITEMS FOR DISCUSSION:
CONSIDER A FORMAL RECOM-
MENDATION TO THE BOZEMAN
CITY COMMISSION TO APPROVE,
CONDITIONALLY APPROVE, OR
DENY THE PROPOSED CERTIFICATE
OF SURVEY INTENDED TO ALLOW A
CHANGE IN THE BOUNDARY LINE
BETWEEN THE LIBRARY PARCEL AND
ADJACENT HARRINGTON PARCEL AND
ALLOW A ONE-TIME TRANSFER OF A
TRACT TO EFFECT THAT CHANGE**

Chair Farmer changed the agenda to allow Tom Clark, realtor for the Harrington property, to discuss an option with the Library Board to consider realigning the property so the section of the Harrington building that encroaches the Library property would be included in the Harrington property. In addition, an easement would allow the the owner of the property access on the east side of the Harrington building. Clark stated that it is in the best interests of the Library not to own the land that the Harrington building sits on because of asbestos on the encroachment. In addition, realigning the property will make it less difficult to sell, and a new owner for the Harrington property offers the potential of developing the property. Brit Fontenot spoke about the benefits off-loading the strip of property that is a potential liability and what the sale of the Harrington property could mean in terms of economic development along South Wallace. City Commissioner Chris Mehl asked about long term plans for the Harrington property. Clark stated that the City Planning Department supports collectively moving the strip along South Wallace to B-3, which would authorize it for use for office, restaurant, retail, and light manufacturing. Brown was interested in seeing project plans for the property. There was consensus among Board members that no action could be taken due to the late revision of the agenda.

CORRESPONDENCE

Dissly received public comments which included a suggestion from a person who wants to "bring back a Library where it's possible to read." The patron requested that cell phones be prohibited in the Library. Another patron received a \$2 coupon for fines and wanted the staff to develop a system for giving change or credit for future fines. A visitor from San Antonio, Texas wanted to let us know she thinks our Library is "outstanding for such a small town!" A patron who missed the Library Grounds Public Forum suggested installing several three-minute parking spaces by the drop-off slots, eliminating the traffic circle for more short term parking, redesigning the Main

Street entry and exit, and maintaining “excellence in sculpture.” Another patron suggested more parking spots and the ability for the public to access the Library from the back. Another patron provided ideas for the Library grounds including more kids’ playground equipment, dog kennels so dog lovers can go into the Library, more trees, grass and flowers in the front, and more flowers all around for color. This patron did not want taxpayers to be charged but suggested fundraisers or contests for kids. An author requested that the Library purchase her book. A representative from The Emerson’s Garden Tour asked if the Garden Tour could set up a table outside the Library along Main Street during the Sweet Pea Festival to sell tickets to the Garden Tour. The Board recommended that staff follow the policy for the meeting rooms and not allow sales or fundraisers on the Library grounds. Collin Letts wrote an email to Dissly stating the Bozeman Sculpture Park decided to forgo a naming incentive option for this year’s show. He requested that they be notified if a naming policy is ever adopted. The Dear Reader online book club shared a compliment they received from one of our patrons who stated “we have the best Library and personnel in the whole country...” A letter was received from the U.S. Department of Housing and Urban Development with a signed copy of our Certification of Project Completion. There were four incident reports. One involved a report from a father that a fourteen-year-old boy had made his daughter feel uncomfortable. Cindy Christin expressed appreciation to the father for letting her know about the incident. She then individually visited with the young girl and the young boy about the situation, and all parties felt the issue was resolved. Another incident was reported by a reference librarian involving a patron at the reference desk who has ongoing problems with the way the staff handles transactions with him. A mother reported that her teenage daughter was using a teen computer and the person next to her said something strange to her. The mother called the police. The police came and after visiting with staff about the computer use policy, the man was asked to use the computers on the 2nd floor since he is not a teenager. The fourth incident involved suspending a patron for six months for a repeat offense of looking at obscene material on the Internet and for using inappropriate language toward a staff member.

FRIENDS OF THE LIBRARY REPORT

The Friends of the Library hosted the Volunteer brunch on June 15 for approximately 60 volunteers and staff. A Committee is working to restructure the Friends’ finances. The next book sale is July 15-17.

FOUNDATION REPORT

Beswick was not present for the Foundation report because of a Library Montana Project program at Aspen Pointe which included a reading and question/answer session with Al Kesselheim. Dissly distributed her report. Highlights included the continuation of *Jazz & More...with Kelly Roberti* and a reading by Patricia Nell Warren on June 18 in connection with the Montana Pride Celebration. The Foundation received a \$2500 grant for this program. An Artist in Residence Program with Loretta Domaszewski is scheduled for June 20. The first of the One World One Water Lecture Series took place on June 1 and featured Rick Maroney and John Alston. Additional lectures are scheduled for June 23, July 28, and August 26. “Day on the Green” events are scheduled for June 26, July 31, and August 28.

DIRECTOR'S REPORT

The May Statistical Report shows a continuing increase in circulation although it was noted that total card holders are down by over 200 from May of 2010, and door traffic is also down by more than 5%. The expenditure report was distributed and appears to be in line. Dissly reported that most of the operating and maintenance funds will be spent by July 1. It may, in fact, show a negative balance as the cost for the head hunter for a new Library director was taken out of operating and maintenance. The Library Grounds Master Planning Public Forum, sponsored by the Library Foundation, was held on May 24. Farmer welcomed the participants, and Beswick provided an overview. Goehrung, Mathre, Fontenot, Allyson Bristor and Kelly Pohl facilitated the discussion tables. The staff participated in a similar forum on June 8 that included a staff appreciation breakfast hosted by the Library Foundation. New furniture in the circulation work room and the receiving area purchased by the Friends and the Foundation has arrived. The small and large conference rooms and the staff hallway on the first floor were recently re-painted. Christin is working with the Friends of the Library on a play space project scheduled to open in September. The Art Committee met on June 1 and again on June 2 to discuss the challenge to the Brian Persha artwork. Mary Braun was hired as a part-time Library Aide II. Department heads are completing staff evaluations which are due June 15. Jim Harris was selected to provide photography services for Library events. Christin and Kathleen McPherson-Glynn visited all of the elementary schools in Bozeman inviting kids to the Library this summer. Steve Aldrich performed two magic shows on June 10 to kick-off the summer reading program. The theme is "One World, Many Stories." The adult summer reading program with the theme "Novel Destinations" also kicked off on June 10. The Bozeman Sculpture Park has begun placing markers to designate locations for the sculptures for the Montana Invitational 2011. Over 60 people attended the Annual Spring Volunteer Brunch on June 15 sponsored by the Friends of the Library and planned by Volunteer Coordinator Gail MacMillan, Carmen Clark, Katy Chambers Lowder and Nancy Stiner. Mayor Jeff Krauss welcomed and thanked volunteers for their many hours of service.

**ITEMS FOR DISCUSSION/ACTION:
LIBRARY ART COMMITTEE REPORT;
LIBRARY GROUNDS MASTER PLAN
RECOMMENDATIONS;
LIBRARY DIRECTOR SEARCH
COMMITTEE UPDATE; ACTING
CO-DIRECTORS EVALUATIONS**

Action

Dissly distributed minutes submitted by Beswick from the Library Art Committee meetings on June 1, 2011 and June 2, 2011. The purpose of the meetings was to discuss the request by Kevin Arthun "to remove all 'art' displayed in the Library of questionable nature," specifically Brian Persha's artwork hanging in the stairwell. At the June 2, 2011 meeting, the Committee unanimously recommended to the Library Board of Trustees not to remove the Brian Persha artwork. Dissly also shared a letter from Brian Persha which explained the meaning of the pieces of his art in the stairwell. After discussion, Cole moved to accept the recommendation of the Library Art Committee; Mathre seconded, and the motion passed 3-0. Farmer will write a letter to Arthun regarding the decision.

Dissly shared the comments from the Library Grounds Public Forum held on May 24 and the staff forum held on June 8. The next steps will be for the Library Grounds Master Plan Committee to prioritize issues and concerns, brainstorm remedies for issues and concerns, and compile a document that provides a clear plan for implementation. Allyson Bristor, City Neighborhood Coordinator/Planner, has been facilitating the master plan process. The Library Grounds Master Plan was identified as a priority in the City of Bozeman 2010-11 Work Plan.

Mathre reported that six Skype interviews for a Library director will be conducted at City Hall on June 16. There was discussion about how the recruitment costs for the new director will be paid. It is the understanding of the Board that vacancy savings will be used to pay the expenses. Mathre will verify this with the City Manager.

Staff evaluations are due June 15. Dissly presented a list of accomplishments and activities by Dood and Dissly from January 1, 2011 through June 15, 2011 and asked the Library Board to submit a report to the City Human Resources Department regarding Dissly and Dood's performance. Farmer agreed to do this.

BOARD MEMBER'S AND CITY REPORTS

There was nothing.

PUBLIC COMMENT

Goehring stated that he did a walk through with the Sculpture Park Committee, and several changes were made to their plan to accommodate the sprinkler system. He is still working to schedule the roof repair. He has been consulted about the flag pole being installed in the Travis Atkins Memorial Grove as a Boy Scout Eagle project.

ADJOURNMENT

The meeting was adjourned at 5:50 p.m. The next meeting will be Wednesday, July 20, 2011 at 4 p.m. in the Library Board/Staff Conference Room.

Bozeman Public Library Board of Trustees
Library Director Search Committee Meeting

July 7, 2011 at 2:30 p.m.
Library Board Room

Present: Judy Mathre, Jacki McGuire, George Cole, Ron Farmer (arrived at 2:52 p.m.), Paula Beswick, Jane Basile, John Gallagher

Absent: Jeff Krauss, Chris Kukulski, Holly Brown

The meeting was convened at 2:35 p.m..

John moved that the minutes of June 16 - 17, 2011 meeting and the minutes of the June 16-17 executive session be approved as written. Jane seconded the motion and it was approved.

There was no public comment.

Judy reminded the committee that the search committee was tasked with making a recommendation of who should be interviewed as finalists to the Library Board of Trustees. The trustees in attendance can then decide which applicants the board will interview.

At 2:37 p.m. the meeting was closed to discuss information gathered from reference calls .

The meeting was then reopened at 3:53 p.m. and adjourned.

Judy Mathre
Trustee.