

**Bozeman Public Library Board of Trustees Regular Meeting  
Library Board/Staff Conference Room  
Bozeman Public Library  
Wednesday, March 17, 2010  
4:00 P.M.**

**ATTENDANCE**

Present: Trustees: Ron Farmer, Chair; Holly Brown; Jacki McGuire; Judy Mathre; Donna Swarthout; Sean Becker, Deputy Mayor; and Alice Meister, Director.

**CALL TO ORDER**

The meeting was called to order at 4:04 p.m. by Chair Farmer.

**APPROVAL OF MINUTES**

Mathre moved to approve the February 17, 2010 Library Board minutes, Swarthout seconded, and the motion passed 4-0.

**CORRESPONDENCE**

Meister received public comments which included a request to purchase more "out of the ordinary books" such as ghost stories, even though this person likes the "old style." Someone recommended better toys in the Children's Room. A person requested a catalog computer on the first floor that is ADA compliant; currently all of the first floor computer catalogs are at standing height which means someone needing an ADA compliant computer would need to go to the second floor. A patron requested an option for two-sided printing for all computers due to cost and wasting paper; he did add that the Library "is always a great experience!" Someone requested that Express #5 computer be repaired as soon as possible, since all of these computers are in great demand. A patron complained that there were too many murder books in the 360s, which is the Dewey Decimal number for social sciences, and not enough social science materials. Another person commented that the "card catalog is a mess," but s/he did not explain why. A patron said that the museum pass is not good if you have three children though she felt it was a "great idea." A person found some racist flyers in books in the collection, which might have been there for some time. Experience Works sent thanks for the Library's support of their program of "improving the lives of older people through training, community service and employment through the Senior Community Service Employment Program." Currently the Library is using four Experience Works employees, who work 18 hours weekly. Terri Dood reported that the new Census worker started on February 26, earlier than expected; she will be offering assistance in the Teen Study Room for a few hours on Tuesday through Friday. Ginny Cowan sent a thank you with pictures to people who donated Legos to the Library's Lego Club. Meister received a unique thank you from someone for whom she had written a letter of support, and the person was successful in her application.

**FRIENDS OF THE LIBRARY  
REPORT**

Meister reported that the Friends met on Tuesday, March 9, and selected a new logo, which she showed the Trustees. It depicts two people, symbolizing the Friends, under a tree, which symbolizes the Library logo, and rays from the sun in the background. The new logo will be put on a new banner and also will be used in an updated brochure. The Friends decided to continue working with the current Treasurer Melissa Jacoby, who will be leaving the Board this summer. Currently they are working on their book sale, which is scheduled for March 26-28. There will be a renewal letter sent out in April or May. Jamie Johnston, a Friends Board member, is updating the Friends' website. The Friends are sponsoring a poetry program on March 24 with the MSU Friends and the MSU English Department. They are also helping to underwrite a Montana Library Association (MLA) reception on Wednesday, April 7 at the Baxter Hotel. The next meeting is Tuesday, April 13 at 6:15 p.m. when Terry Profota, the strategic planning facilitator, will attend.

**FOUNDATION REPORT**

Chair Farmer referred to the report left by Foundation Director Paula Beswick, who is currently on vacation. The report noted that the 2010 budget was approved with a one-time expenditure of \$284,500 for the stack lighting. There was a small crowd for the March

*Exploring the Arts* program, a program of classical music transcription. Margaret Emerson's art show came down at the end of February with 17 pieces sold. The current show consists of photography and wood cuts with a successful March 5 opening. Author Reif Larsen's visit was a success with a talk at MSU and several school visits. The *Cornerstone Celebration* fund raising event is on April 17; George Cole will receive the second Cornerstone Award. The big push is for attendance at this event. One Book–One Bozeman 2010 has been finalized with the selections of Double Take: A Memoir by Helena native Kevin Connolly, You Shall Know Our Velocity! by Dave Eggers as the companion fiction piece, with a children's book chosen soon. There will be a joint announcement with MSU after spring break, and the committee will meet March 31. Kate Bryan is the Artist-in-Residence for a series of music programs called "Music Together," which is going well. Several Foundation Board members met with Merrill Lynch advisors and the Center for Philanthropy representative about gift planning and endowment building. The Foundation's Adult Spelling Bee team (Team On-Hold, Overdue & Checked-Out) participated in the Bozeman School Foundation's annual fundraiser. Meister has been named the Librarian of the Year by MLA with an Awards Luncheon scheduled for April 8. The next Foundation Board meeting is March 25 from 1:30-3:00 p.m. in the Board Room.

## **DIRECTOR'S REPORT**

Meister noted that the February statistical report showed a 2.66% increase in circulation along with a 78.4% increase in website visits and a 27.16% increase in children's/YA programs. There is a 1.27% increase in door traffic and a 69.79% increase in interlibrary loan transactions. At 70.83% of the fiscal year completed, there is 40.92% left in the budget. Meister said she was very pleased and honored to be chosen as the Librarian of the Year and thanked Ron Farmer, Chris Mehl, and Paula Beswick for their letters of support along with Administrative Assistant Nancy Stiner, who started the process. Meister also appreciates the support from the Trustees, who will all attend the Awards Luncheon. She gave a Fiscal Year 2011 budget presentation to the City Commissioners and management staff on March 11. Hopefully the half-time position given up this year will be restored. City management was pleased by the Unique Management results, which showed \$22,447.97 recovered in either cash or materials. The Library plans on having a basket of Bozeman items for the MLA Sheila Cates Auction, and more items are needed if anyone is able to donate some. Revised class specifications were due into the Human Resources Department by March 12. There will be an all-staff meeting on Friday, April 2 starting at 8 a.m. until 10 a.m. Searching tips, MLA, reconsideration of materials, and other such items will be discussed. The Library will close on Easter Sunday, April 4, and will close at 5 p.m. on April 8 when the Montana Book Awards are held at the Library during the MLA Conference. There is a new grain elevator art show by R. Wade Nelson hanging in the small conference room named for the Dogterom family, who owned grain elevators. The Foundation will receive 30% for each piece sold. There is a new brochure about "Book Clubs to Books," which is the concept of each book club in the community donating \$5 per member to a worthy organization. The Trustees expressed concerns about the charities listed in the brochure, so the brochure will not be placed in the book kit bags. There is a Teen Teach-A-Thon as part of "Teen Tech Week: Learn, Create, Share," where teens can compete for prizes by learning about new technology at the Library. Montana NTRAK demonstrated its model trains for a Twilight Run on March 13-14. Interviews are underway for the Children's Library Assistant position with a decision to be made shortly.

## **ITEMS FOR DISCUSSION/ACTION: DEPRECIATION FUND; QUARTERLY POLICY REVIEW**

There was discussion about establishing a Library Depreciation Fund, as set forth in MCA 22-1-305-307. Meister had asked Finance Director Anna Rosenberry about it, who wondered who would control the fund and what the Library considered property as the statute said "replacement and acquisition of property, capital improvements, and equipment necessary to maintain and improve city, county, or city-county library services." The former Finance Director believed a Library Depreciation Fund was unnecessary due

to the City's Capital Improvement Plan (CIP). The Trustees felt it was an incentive to save but wondered if it would take away from the CIP process. Meister was encouraged to discuss this further with statewide library directors during MLA as well as the City Attorney's Office. Meister distributed the FY2011 Anticipated Accomplishments and gave an update. A master plan process for Library land will start in May, and Mathre will be included in the process. Meister has been working with Foundation Board member Heather Jernberg on the staffing study and long-range strategic planning; there are plans to compile a Request for Proposal (RFP) in May. Meister continues to serve as a member of both sculpture groups as well as serving on the planning group for the Nomkhulwane Project this summer. The RFID project should be completed by the start of the MLA Conference with stack lights delayed until later in April. Facilities Director Goehrung is still working on the roof leakage problem.

**BOARD MEMBER'S AND  
CITY REPORTS**

Swarthout announced that she will be leaving the country for a year, as she and her family will be pursuing educational opportunities in Germany. She will be able to stay on the Board through July.

**PUBLIC COMMENT**

There was none.

**ADJOURNMENT**

The meeting was adjourned at 5:22 p.m. The next regular Library Board meeting will be Wednesday, April 21, 2010 at 4:00 p.m. in the Board Room.





