

Bozeman Public Library Board of Trustees Regular Meeting
Library Board/Staff Conference Room
Bozeman Public Library
Wednesday, May 19, 2010
4:00 P.M.

- ATTENDANCE** Present: Trustees: Ron Farmer, Chair; Holly Brown; Judy Mathre; Donna Swarthout; John Gallagher, Friends of the Library; Paula Beswick, Foundation; Lois Dissly and Terri Dood, Staff; Sean Becker, Deputy Mayor; and Alice Meister, Director.
Absent: Jacki McQuire; Chris Kukulski, City Manager.
- CALL TO ORDER** The meeting was called to order at 4:03 p.m. by Chair Farmer.
- APPROVAL OF MINUTES** Swarthout moved to accept the April 21, 2010 Library Board minutes, Mathre seconded, and the motion passed 3-0.
- CORRESPONDENCE** Meister received public comments which included a request to put the year the DVD was produced on the label; also the patron felt this should be put on books as well. This issue has been discussed before and is difficult to do accurately due to different dates that are used for reprints, etc. A patron requested the Library purchase several DVDs. A former employee left a note saying "We'll miss you, BPL!" Another patron noted that Lois Dissly had helped him with the computers, and he was "very pleased with the service I received. I found what I was looking for." A patron requested that the Library create an on-line calendar for people wanting to book a meeting room. This can be done once the ADA software compliancy is achieved. A staff member had received a strange communication from a person who had viewed her profile on the Library website. Meister received a thank you from the Parmly Billings Library Foundation, as she had visited with the director and Board president about this Library's capital campaign when she was in Billings in May. The director of the Bozeman Family History Library wrote to thank Terri Dood for being a presenter at their conference in April. Some racist literature is still being found, as evidenced by a flyer that surfaced on May 19. State Librarian Darlene Staffeldt wrote to say that Carmen Gottwald Clark had successfully fulfilled all requirements of the Montana Certification Program and has been awarded a Library Administrator certificate. Notification has also been sent to the Library Board Chair, City Manager, City Commission, and the newspaper. She will also receive acknowledgement from the Friends.
- FRIENDS OF THE LIBRARY REPORT** Gallagher reported that the Friends hired former Treasurer Melissa Jacoby as a temporary bookkeeper; she left the Board when she moved to Great Falls but will be able to continue the bookkeeping until someone locally is hired. The logo, brochure, and new banner are currently being designed. The Friends are preparing for their next book sale in July in conjunction with Downtown's Crazy Days sale. The owners of Lindley Perk Coffee Shop requested a reduction in the rent, as commercial rent rates have dropped. They are also asking for a possible commission on the books sold in the coffee shop. The Friends set a deadline of Wednesday, June 2 at 6:15 p.m., when they next meet, to make a decision about the requested rate reduction.

FOUNDATION REPORT

Beswick had received a thank you from George Cole, the recipient of the Foundation's Cornerstone Award, who also volunteered to help out at the Library if needed. There were 64 people who attended the May 17 "Exploring the Arts" program of folk and classical music by cellist Rebecca Hartka and pianist Azusa Komiyama. Kelly Roberti will resume his summer jazz series in June, and Beswick is looking for business sponsors. Mountain West Bank will sponsor the first jazz program on Monday, June 21. Beswick gave a LEED tour for the Forest Service recently. She's on the committee to help plan the Rural Community Council Conference this fall. Tomorrow there will be a strategic planning meeting to work on the Foundation's short-term and long-term goals. The last spring SAT essay writing workshop will be held on May 20. Jamie Johnston continues to monitor the Facebook Fan Page as does Beswick. Approximately thirty people from Keller Williams Montana Realty will be here on May 13 from 1-4 p.m. for an afternoon of landscaping clean-up. A logo for the One Book-One Bozeman website is being created, and the committee is meeting to discuss potential events. An individual in Seattle has offered seven free bike racks to the Library, which will be discussed at the first meeting of the Grounds Master Plan meeting in June. Also the Bicycle Advisory Board would be a good source to consult, as that group has conducted pertinent research. On June 4 there will be an art reception for watercolorist Marsha Karle and her husband/writer Paul Schullery, who have collaborated on a book about the Waterton-Glacier International Peace Park in honor of that park's 100-year anniversary. The Foundation has purchased four more park benches, two of which are available for purchase. Printz Honor Award author Terry Trueman will conduct school visits and a workshop at the Library on writing for teens on May 22. Trueman's best known work is *Stuck in Neutral* about a boy living with severe cerebral palsy. Laura Prindiville will be leaving her half-time job as Programs Coordinator on August 1. The next Foundation Board meeting is Thursday, May 17 from 1:30-3:00 p.m. in the Board Room.

DIRECTOR'S REPORT

Meister noted that the April statistical report showed a 2.78% increase in circulation and a 67% increase in interlibrary loan usage. Children's and adult programming have also increased while InfoTrac Database usage is down nearly 40% as are meeting room usage and attendance. At 87.5% of the fiscal year concluded, there is 18.69% left in the budget. The RFID system is functioning, and regular fines can be paid at the new self check stations but patrons can't yet pay for a lost book. This will be possible when the SirsiDynix software is upgraded in early fall. There is a charge for each credit card transaction. The stack lighting is due in today and will be installed by Tyler Electric; much gratitude is given to the Foundation for its very large donation to make this lighting possible. The Library is participating in the Montana Library Courier/Delivery Service Pilot Project funded through the State Library. Materials will be delivered daily to this Library, and then the "serviced libraries" are responsible for their materials from here to their own libraries. Meister attended the Montana Shared Catalog (MSC) meeting in Billings on May 6-7. There are now 130 libraries in the MSC. Limiting the number of item types will be discussed at the fall meeting. SirsiDynix currently has BookMyne, which can be loaded onto portable devices to access library card catalogs. Also there is new software called Enterprise, which is called a "modern search and discovery tool." The updated Symphony software should be available by September 6 of this year. Katie Biehl attended the MontanaLibrary2Go meeting as this Library's representative. The Friends underwrite this collection of downloadable audio books, which is heavily used by

Library patrons. An ebook collection will be added, which will work with Sony and Nook devices but not Kindle or iPad. Kathleen McPherson-Glynn has been hired as a half-time children's library assistant. Amy Johnson and Sally Gerlach have been hired as substitutes in the Reference and Children's Departments. The "Explore Bozeman Pass" Committee will meet on May 25 to discuss the future of the free pass to use at the local museums and swim center. The Friends underwrite this project. The Art Committee will meet that same day to select the 2011 art exhibits. Meister recently returned from participating in the Institute of Museum and Library Services (IMLS) Panel in Washington, DC, using vacation time to do so. IMLS will soon be appointing a librarian to head its institution for the next four years. DVD/CD bins have been added in the adult collection in order to spread out the collection. The video collection has also been shifted. Chris Nault from 3M will be here tomorrow to train staff on how to use the new RFID equipment. This Friday there will be a reception for Nikki Kimball, an ultramarathon runner who will be running in South Africa later this month to raise funds for HIV/Aids. This is one of the projects to promote Nomkoo, the elephant sculpture that will be here in August through mid-September. Cindy Christin held a Screen Free Celebration Sleepover on May 7 for families who survived the Screen Free Week without TV, videos, or computer games. This is the twentieth year Christin has held a Sleepover at the Library. There was a May 20th article about fundraising for the Sculpture Park in the newspaper. An incident report was filed by an Experience Works employee who had the elevator door hit her. Elevator maintenance was called and the mechanics were checked.

ITEMS FOR DISCUSSION

**ACTION: DEPRECIATION FUND;
COMMISSION
RESOLUTIONS REGARDING
DISCRIMINATION IN
CITY PRACTICES**

Action

Action

Action

The Bozeman City Commission recently adopted two Resolutions creating policies regarding discrimination in City practices. One is an Anti-Discrimination in Employment and Benefits on the Basis of Sexual Orientation and/or Gender Identity Resolution. After discussion about gender identity, Mathre moved that the Library Board adopt Commission Resolution No. 4243, Swarthout seconded, and the motion passed 3-0. The second resolution is the City of Bozeman Anti-Discrimination for Contracts and Other Agreements and Purchases Resolution. Mathre moved that the Library Board adopt Commission Resolution No. 4250, Swarthout seconded, and the motion passed 3-0. Regarding the Library Depreciation Reserve Fund, Mathre moved to request the City to establish such a Fund in accordance with MCA 22-1-305, Swarthout seconded, and the motion passed 3-0. Mathre suggested that the accrued funds be used for maintenance, since the Library building is the most expensive building the City maintains. Becker noted that there had been a 10% reduction in janitorial contracts.

**EXECUTIVE SESSION RE:
DIRECTOR'S PERFORMANCE
APPRAISAL**

It was decided to postpone the appraisal until the June meeting.

**BOARD MEMBERS' AND CITY
OFFICIALS' REPORT**

There was none.

PUBLIC COMMENT

There was none.

ADJOURNMENT

The meeting was adjourned at 4:57 p.m. The next regular meeting will be Wednesday, June 16, 2010, at 4 p.m. in the Library Board/Staff Conference Room.