

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Board Room
Wednesday, July 19th, 2017
Minutes

Attendance Board Chair Judy Mathre; Trustees Ron Price, Ken Spencer; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Lois Dissly, Mary Jo Stanislaw, Jason Greenwald, Kit Stephenson; Administrative Assistant Lauranna Cossins; Bozeman Public Library Foundation Director Janay Johnson; City Commissioner I-Ho Pomeroy; Interim City Manager Dennis Taylor.

Call to Order The meeting was called to order by Board Chair Judy Mathre at 4:00pm.

Approval of the Minutes Trustee Spencer moved to approve the minutes from the June 20th 2017 meeting. Trustee Price seconded. The Board voted unanimously to approve the June 20th minutes.

Kit Stephenson noted that the date of the Board meeting was listed incorrectly in the June minutes as June 21st and not June 20th.

Election of Board Chair and Vice Chair The Board moved this to next month's agenda.

Bookmobile Memo of Understanding Library Foundation Director Janay Johnson said that the Foundation has signed off on the memo and that the City Attorney has reviewed it. She explained that the agreement specifies that the Foundation will pay for the Bookmobile's maintenance (and will use City shops for work), and the Library will continue to pay for staff. Trustee Price asked if specifics of staffing are outlined in the memo, and Susan Gregory said no, but that if the current staffing is found to be inadequate, the Library can ask for more staff.

Action Trustee Price moved to authorize the memo. Trustee Spencer seconded. The Board voted unanimously to authorize the memo.

Fiscal Year 2018 Holiday Schedule Susan Gregory explained that the proposed holiday schedule has the Library close on Indigenous People's Day (October 9th), so that staff can hold a training day. She said she has been in contact with Police Chief Steve Crawford about setting up a Run, Hide Fight training for staff on that day.

Action Trustee Spencer moved to approve the holiday schedule. Trustee Price seconded. The Board voted unanimously to approve the holiday schedule.

Correspondence Susan Gregory shared correspondence from the community. A patron said the front lawn needs watering (there are broken sprinkler heads, and Facilities is making repairs). Someone asked the Library to repaint the lines in the parking lot (this has just been done). There was a request to purchase Mango Languages, and another request for air fresheners in the study rooms. There were three book requests in the Children's department, and a patron who suggested having a different design for children's library cards.

Director and Staff Reports Susan Gregory reported that a team consisting of City Facilities, Engineering, Forestry, and Planning has assembled to review the traffic study and provide support and recommendations. She said that Mike Grey is the Library's point person for this process. She said that the spaces by the south side of the building have not been striped for disabled parking because a contractor needs to cut concrete first.

Gregory said that the current budget statement does not reflect the end of the fiscal year, and that another statement will be produced in August. Gregory and Cindy Christin are going to meet with the Gallatin Valley Land Trust to talk about connecting the Story Mill trail with the Gallagator Trail on the south end of Library property. The proposed cost is \$8,000, which will be shared between the GVLT and the Downtown Partnership. The GVLT has asked the Library if the Friends or Foundation would be interested in contributing.

Gregory noted that tonight there will be a reception for the Ivan Doig archives at the Gallatin County Fair, and the Ivan Doig symposium will take place in September at Montana State University, with a reception at the Bozeman Public Library. Gregory and several staff went to the American Library Association conference in Chicago, where Gregory and Stephenson toured the Merchandise Mart and a library furniture factory, and went to a program about public relations and annual reports. Gregory said BPL is looking for a way to stay on top of trends in communicating with the public. One idea is to produce a more substantial quarterly newsletter with interviews and articles, instead of a monthly newsletter.

Staff Reports Mary Jo Stanislaw reported that Circulation has hired two new employees: Barb Mueller (20 hours/week) who has worked in Bozeman and Belgrade elementary school libraries, and Miranda Hoffman, an MSU student who has worked at MSU Renne Library and the Helena public library. Chris Buss is leaving BPL after two years in Circulation.

Jason Greenwald reported that Computer Services has a new hire: Richard Dortch, who works for MDT in communications when he is not at BPL.

Kit Stephenson reported that the Bookmobile has been on the road for two and a half weeks, and that things are going very well. 955 people have come on board at 36 stops. The Bookmobile will be at the County Fair this week. Carmen Clark and Stephenson will be doing a presentation on bookmobiles, and they will have MSU staff come by to talk about Ivan Doig. There will be several children's activities each day as well. Kit said that One Book One Bozeman will take place separately from convocation this year, and will occur in October. The book is *Speak* by Louisa Hall.

Lois Dissly reported that Gail MacMillan is retiring. Her last day is August 15th. Dissly said that she and others at BPL were asked to be part of an acquisitions project for the shared catalog. She said the Montana Library Association conference will be held in Bozeman in April, and BPL will host a reception.

City Reports Interim City Manager Dennis Taylor said that the City Commission unanimously adopted the FY18 Budget prior to the beginning of the new fiscal year. There are a substantial number of qualified candidates applying for the City Manager position.

Foundation Report Janay Johnson reported that Diana Blank, who is on the Foundation Board, has offered to host a donor cocktail party at the end of August. The Foundation is making a 2-3 minute video about the Bookmobile to use for fundraising purposes. The video will also be made available for Library use. Landscapers are working on getting the grounds in shape. The next step is to replace the mulch. The City's spraying and weed whacking have reduced the original estimate for cleanup. A couple from New Jersey wants to donate a set of seven Norman Rockwell lithographs to the Library.

Adjournment There being no further business, Board Chair Mathre adjourned the meeting at 5:00pm.

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