

**Bozeman Public Library Board of Trustees Regular Meeting**  
**Bozeman Public Library—Board Room**  
**Wednesday, September 20<sup>th</sup>, 2017**  
**Minutes**

**Attendance** Board Chair Judy Mathre; Trustees Ron Price, Ken Spencer, Jennifer Pawlak, John Gallagher; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Mary Jo Stanislao, Kit Stephenson; Administrative Assistant Lauranna Cossins; City Commissioner I-Ho Pomeroy; Friends of the Library Treasurer Kelly Pohl, City of Bozeman Human Resources Director Bethany Jorgenson.

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

**Approval of the Minutes** Trustee Pawlak moved to approve the minutes from the August 16<sup>th</sup> 2017 meeting. Trustee Price seconded. The Board voted unanimously to approve the August minutes.

**Pay Increases for Non-MPEA Staff** City of Bozeman Human Resources Director Bethany Jorgenson said that the City had completed a wage negotiation with the Montana Public Employees Association, which represents a large number of Library employees (all those who work at least 20 hours per week). In the past, the City has kept non-represented positions in a similar pay range to positions held by MPEA members. The City conducts a pay study to determine how much wages should be increased. She said MPEA wages will be raised in 6 month increments, starting July 2017 and going through January 2019. Jorgenson proposed doing the same for the 12 non-represented Library employees. The total impact for non-MPEA raises would be \$26,977 for the current fiscal year.

**Action** Trustee Price moved to accept the proposed non-MPEA raises. Trustee Spencer seconded. The Board voted unanimously to approve non-MPEA raises.

Jorgenson said that in the past, the City has raised wages for substitute workers based on the consumer price index, which indicates a 1.75% raise.

**Action** Trustee Pawlak moved to approve the 1.75% increase in substitute pay. Trustee Gallagher seconded. The Board voted unanimously to accept the increase in substitute pay.

**Holiday Schedule** Susan Gregory noted that the new schedule shows that the Library will be open on Veteran's Day and closed on Christmas Eve, which is what has been done in the past.

Trustee Price moved to approve the change to the holiday schedule. Trustee Pawlak seconded. The Board voted unanimously to approve the changes to the holiday schedule.

**Correspondence** Susan Gregory shared correspondence from the community. A librarian from the Miles City Library thanked Mary Jo Stanislao and Beth Boyson for sending a book club kit to their library. A patron said he appreciates the Library building, staff, and fast internet connection. A visitor complained that there is only one legal spot for a truck with a trailer in the parking lot (there are no spaces marked as such). Someone wanted more picture books. A patron would like the Library to get the phone in the lobby fixed. A patron wanted the Library to

subscribe to Woman's World. Someone commented that the east lawn is too small for concerts, and that the Bozambique performance should have been on the front lawn. A patron was unhappy with how the toilets flush. There were many positive comments about the Bookmobile.

**Director and Staff Reports** Susan Gregory reported that she is in the process of talking to the City Attorney about Library security issues. Gregory explained that people sometimes hang around the grounds after the Library closes, and some have banged on the windows, scaring the cleaning staff. A patron pointed out that the Library does not have signage indicating what time its grounds close, so legally people can loiter as long as they want. Parks in Bozeman close at 11pm, and Trustee Price indicated that the Library could ask the City Commission to issue an ordinance stating what time the Library grounds close. The Board discussed having Rocky Mountain Security come twice per night instead of once. Trustee Pawlak asked about security cameras. Gregory said that they have been approved, and the request is going through IT. She said Police Chief Steve Crawford has suggested motion activated lights. The Board discussed whether to require at least two cleaning staff at a time after the Library closes. Gregory noted that this action would be in the hands of the cleaning company management, not the Library.

Trustee Mathre asked about the status of strategic planning. Gregory said that Sue Hall, a consultant with Library Strategies, came to the Library last month and met with a group of seven people from the community and brainstormed a list of other community members who should be invited, in addition to City administrators and Commissioners, Library Trustees, etc. to the session in October. She said the Library is sending out a letter this week inviting people to the visioning session on October 26<sup>th</sup>.

Gregory pointed out a new all-time door count high, which occurred this August: 43,000 visitors. She said last year in August the door count was about 40,000. The Bookmobile count is separate.

Mary Jo Stanislao reported that there is a new employee in Circulation, Liz Johnson, who will work 30 hours per week.

Kit Stephenson reported that last week was BPL's third year participating in the Outside the Lines program. Staff went to MAP Brewing and created book and beer pairings and distributed coasters. One Book One Bozeman is in October, and the book is *Speak* by Louisa Hall. There are several events planned, culminating in a visit by the author on October 24<sup>th</sup>. Buddhist monks from southern India will be creating a sand mandala on the second floor of the Library from September 22<sup>nd</sup>-24<sup>th</sup>. This program is being brought to the public by the Bozeman Buddhist congregation.

**City Reports** City Commissioner I-Ho Pomeroy reported on affordable housing and homeless housing initiatives in Bozeman, and the City Commission's unanimous vote in support of infill.

**Friends of the Library Report** Friends of the Library Treasurer Kelly Pohl reported that this summer's sale was the most successful summer sale yet, and the third biggest over all, with more than \$14,000 in sales. The next sale is Veteran's Day weekend. She said the Friends are looking at solutions to the huge influx of donations and limited storage room. Some ideas include popup genre sales, off-site sales, and partnering with other businesses to sell books (such as other coffee shops). Mary Jo Stanislao suggested a monthly sale at the Library on Friday afternoons, with a theme or organizing idea.

**Foundation Report** Janay Johnson was not present but Susan Gregory said she wanted to remind everyone that the Library Gala at Riverside Country Club is coming up on October 7<sup>th</sup>. The Foundation is getting several donation items for baskets for the silent auction. There are about 100 confirmed attendees, but many more RSVPs coming in.

**Adjournment** There being no further business, Board Chair Mathre adjourned the meeting at **5:09pm**.

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