

**Bozeman Public Library Board of Trustees Regular Meeting**  
**Bozeman Public Library**  
**Wednesday, April 20, 2022**  
**Library Community Room**  
**Minutes**

**Attendance** Board Chair John Gallagher, Trustees Jennifer Pawlak, Stewart Mohr, Ken Spencer, & Kelley Dowdell; Bozeman Public Library (BPL) Director Susan Gregory; Department Heads Sarah Creech, Ellie Newell, and Carmen Clark, Bookmobile Librarian Ben Elliott; Administrative Assistant Lauranna Cossins, Foundation Director Janay Johnson, Friends President Ramona Mead and Bozeman Police Department Captain Joe Swanson

Not Present: City Commissioner Terry Cunningham

**Call to Order** Meeting was called to order by Board Chair John Gallagher at 4:03pm

**Public Comment** – no comment

**Approval of the Minutes**

**Action** Board Chair John Gallagher moved approval of Mar 9, 2022 Board Minutes to May 18, 2022 Board Meeting

**Action/ Discussion**

FY22 Holiday Calendar Update- postponed approval to the May Library Board meeting awaiting second reading confirmation from the City Commission regarding Juneteenth Holiday as a new City holiday.

Behavior Policy Update- postponed approval to the May Library Board meeting. There was a discussion regarding removal of the line item in the Library Behavior Policy that states no eating in the Library. We have plans to offer a food pantry & weekend kid packs of food for patrons in the near future. The Library renovation project will also include a central gathering area on the first floor with a vending machine that offers healthy snacks to the public. With these changes in mind, Gregory stated, it is time to update the policy.

**Reports**

**Correspondence** Director Gregory shared the following patron comments:

There were several patron requests for material.

“Great library! I like the system a lot.”

“Please make the copier vending machine higher off the floor.”

“Please put in a slide.” (In the Children’s Department.)

“The library is brilliant!”

“So many plants need to be repotted. They need bigger pots, new soil and their leaves trimmed.”

“The chairs are so uncomfortable. I understand that you don’t want people to camp all day but I don’t want to sit in them at all.”

“Alphabetizing the picture books would be helpful. It’s really hard to find a specific book.”

“Can you have a kid’s book club?”

“Please offer cake pan checkouts.”

“Vending machine.”

“More teen activities!”

“Thank you to the Children’s department for all the new ideas and kits! The children are really enjoying them.”

## **Director and Staff Reports**

**Director Gregory** discussed her report, which was provided to the Board prior to the meeting.

Gregory gave an update on the potential reopening of the Lindley Perk coffee shop for the short term until construction begins in the north part of the lobby area. She is working with the City Attorney’s staff to get a new contract that would stipulate the terms of rental until construction starts. Our contractor believes that the second phase of construction, in the north end of the Library lobby area, will begin in January, 2023. Several details of the contract need to be decided, then the new contract will be available for the Library Board Chair and the new owner to sign. Gregory is working with the Friends to get the necessary details. We would like to re-open the coffee shop as soon as possible. The Friends will be able to continue book sales in the shop during this period.

Gregory provided an update on the Library Expansion Project. The project costs have escalated enormously due to the construction boom in Gallatin Valley, inflated cost of materials and dearth of labor. The cost of the project grew by 56% in one 90-day period. The project is currently over budget by approximately \$2 million. Gregory met with the Library Foundation Board at their annual retreat earlier this month to discuss the situation with them and the Library Foundation Director, Janay Johnson. It was critical to get their input since the project is being funded by donor dollars, not tax dollars. Our contractor said that the majority of the overage was due to the minor expansions in the first-floor community room and the second-floor reading room; these areas were to have been surrounded by a glass “curtain wall” that proved to be cost prohibitive. The plan now is to cancel these two expansion areas and continue with the planned renovations within the building. With a bit more fundraising, the project will be achievable and meet the current \$5.6 million budget.

There have been no status changes to the Library book challenge presented a few weeks ago. The person who submitted a written complaint has not, at this time, contacted either the Library Director or the Library Board Chair to bring the concern to the Library Board of Trustees. There is a 60-day window of opportunity to do so.

**Department Heads Highlights** – Department reports were provided to the Board prior to the meeting for review.

**Youth Services Department Head Ellie Newell** - Newell offered a ‘show and tell’ of some of the summer experience program activities the Youth Services department will be offering this year.

**Collection Management Department Head Carmen Clark**- Department librarians are currently evaluating several different language learning programs to add to the electronic services we offer patrons through our website.

**Public Services Department Head Sarah Creech** – The department staff members are seeing an increase in patron visits on Sundays and Mondays. The job posting for the vacant Library Aide II position closed last night and 24 applications were received. Interviews for qualified applicants will begin soon. Creech introduced new Bookmobile Librarian Ben Elliott.

### **City of Bozeman Reports**

**Terry Cunningham, City Commission Library Liaison-** Commissioner Cunningham was unable to attend the meeting.

**Library Foundation** - Foundation Director Janay Johnson addressed the new potential cost and changes for the Library expansion. Discussion focused on the practicality of removing the expansions to the Community room and Montana room from the plan, while keeping the internal renovations.

The newly-created Library Foundation Advisory Council is planning a fun event called “Books & Brews” on June 13th at “The Last Best Place Brewery”. The Council members said that the idea is for people to bring a book to swap for a new book, to make new friends and to learn about the Library. There will be more information as the date of the event approaches.

**Friends of the Bozeman Public Library-** President Ramona Mead stated that the Friends are planning three outdoor book sales this summer. There is a plan for the coffee shop to reopen before the expansion project starts in the adjacent area. Friends are working with Director Gregory to finalize details.

**Adjournment** There being no further business, Board Chair John Gallagher adjourned the meeting at 5:08 p.m.