

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library
Wednesday, May 18, 2022
Library Community Room
Minutes

Attendance Board Chair John Gallagher, Trustees Jennifer Pawlak, Ken Spencer, and Kelley Dowdell; Bozeman Public Library (BPL) Director Susan Gregory; Assistant Director Kit Stephenson, Department Heads Sarah Creech, Ellie Newell, Corey Sloan and Carmen Clark; Administrative Assistant Lauranna Cossins, Foundation Director Janay Johnson, Friends President Ramona Mead, City Commissioner Terry Cunningham and City of Bozeman Human Resource Director Cassandra Tozer

Not Present: Trustee Stewart Mohr

Call to Order Meeting was called to order by Board Chair John Gallagher at 4:02pm

Public Comment – no comment

Approval of the Minutes

Action Trustee Dowdell moved to approve the minutes from the March 9, 2022 meeting. Trustee Spencer seconded. No further discussion. The Board voted unanimously to approve the minutes.

Action Trustee Pawlak moved to approve the minutes from the April 20, 2022 meeting. Trustee Dowdell seconded. No further discussion. The Board voted unanimously to approve the minutes.

Action/ Discussion

Short-term worker/Non-Represented part-time staff wages – City of Bozeman Human Resources Director Cassandra Tozer discussed the City’s plan to raise wages for short term seasonal workers and non-represented part-time staff in June, FY22. The Library has three short-term workers for the summer season and several non-represented part-time staff on an ongoing basis. The City Manager’s proposed FY23 Budget includes raises for all employees that would be effective July 1st. The City Manager’s goal is to raise salaries for all City employees in FY23 to address inflation and the rising cost of living in Bozeman.

Action No action needed.

FY22 Holiday Calendar Update- Juneteenth was added as a new City of Bozeman holiday. The Library will be closed on Sunday, June 19th in observation of Juneteenth.

Action- Trustee Pawlak moved to approve the addition of June 19th, 2022, as a Holiday Library closure. Trustee Spencer seconded. No further discussion. The Board voted unanimously to approve the updated Library Holiday Calendar.

Behavior Policy Update- The Board discussed the removal of the line item in the Library Behavior Policy that prohibits eating in the Library. The Library now offers a free food pantry and weekend kids' packs of food due to patron requests for food; some patrons have begun to confide in both adult and children's staff that they are hungry and are trying to find food. 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. Because there is food in the Library and patrons have shown that they can be responsible with food, the Library staff would like to remove this restriction.

Action- Trustee Pawlak moved to approve the removal of the restriction on eating food in the Library Behavior Policy. Trustee Dowdell seconded. No further discussion. The Board voted unanimously to approve the change to the policy.

Reports

Correspondence Director Gregory shared the following patron comments:

“Maybe we should have a puzzle contest.”

“Hire better staff!”

“It would be great to have reading glasses available.”

“You guys are awesome, this was our first time visiting and we were so impressed with the library and staff.”

“Please refill the hand sanitizer machines.”

“Please fix the handicap automatic door on the north side.”

“Please- more books on growing in greenhouse & rain harvesting”

“Put birds on the ceiling, pictures and balloons.”

Director and Staff Reports

Director's Report - Gregory highlighted her report, which was provided to the Trustees prior to the meeting.

The Lindley Perk coffee shop will be reopening soon. She is currently working on a short term contract for the new owner with assistance from the City Attorney's office. She gave an update on the Library Renovation Project. The decision was made to move forward with all of the internal renovations and to delete the Community Room and Montana Room expansions due to the exorbitant cost, which was in excess of \$1 million dollars. There has been no further communication regarding the Library book challenge that was submitted in February. The Food Pantry/Children's Food packs project started this month and has been successful from the start. Two staff in particular, Kathleen McPherson-Glynn and Megan Bruggeman, have oversight of this partnership with the Gallatin Valley Food Bank and have made it a fantastic service to our patrons.

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

Youth Services Department Head Ellie Newell – Summer learning launches June 13th. The staff got a sneak peak of some on the activities and programs that will run throughout the summer. We are hosting the Teen Book Fest next week.

Collection Management Department Head Carmen Clark- Clark provided an update on the Library mobile internet hotspot program. The Library currently has 45 hotspots and some are paired with Chrome books. Patrons appreciate this service. Comments that have been received in the last few months say that this is a great program; it's a great resource for those who don't have internet at home.

Public Services Department Head Sarah Creech – They have been able to fill a 40- hour a week Library Assistant vacancy with one of their current part time staff. A new Volunteer Coordinator, Hilary Woodard, has been hired and welcomed into the Library family.

Adult Programming & Outreach Department Head Corey Sloan- Sloan announced that the *Americans and the Holocaust* traveling exhibit is arriving Friday. The exhibit is from the United States Holocaust Memorial Museum in Washington, DC, and is sponsored by the American Library Association. The Bozeman Public Library is one of only 50 libraries in the United States that will host this powerful exhibit as a result of a successful grant application written by Library staff. The exhibit will be on the second floor of the Library throughout the month of June.

City of Bozeman Reports

Terry Cunningham, City Commission Library Liaison- Commissioner Cunningham reported that the City Commission is getting ready for the annual Budget review and approval process that will begin at the May 24th Commission meeting. The City is offering DEI (diversity, equity, and inclusion) training to all City staff. There are four programs in the series.

Library Foundation - Foundation Director Janay Johnson shared that 195 donor contributions raised \$62,000 during the community's "Give Big" campaign. Some of the Foundation Board members are hosting house parties and using these as a cultivation events for potential campaign donors.

Friends of the Bozeman Public Library- President Ramona Mead stated that the coffee shop is hoping to open in early June, which will allow the Friends to sell books there again. The Friends are hosting a collectibles book sale this Saturday, from 10-3pm, and there are plans to have three summer outside sales, with the first one June 25-26th.

Adjournment There being no further business, Board Chair John Gallagher adjourned the meeting at 4:53 p.m.