

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library
Wednesday, June 15, 2022
Library Community Room
Minutes

Attendance Board Chair John Gallagher, Trustees Ken Spencer, Stewart Mohr & Kelley Dowdell; Bozeman Public Library (BPL) Director Susan Gregory; Assistant Director Kit Stephenson, Department Heads Sarah Creech, and Carmen Clark, Administrative Assistant Lauranna Cossins, Foundation Director Janay Johnson, Friends Secretary Marilyn Kennelly

Not Present: Trustee Jennifer Pawlak & City Commissioner Terry Cunningham

Call to Order Meeting was called to order by Board Chair John Gallagher at 4:04pm

Public Comment – no comment

Approval of the Minutes

Action Trustee Dowdell moved to approve the minutes from the May 18, 2022 meeting. Trustee Spencer seconded. No further discussion. The Board voted unanimously to approve the minutes.

Action/ Discussion

FY23 Holiday Calendar - the Library is requesting Trustee approval of the Library Holiday Closure schedule for FY23 with the added additional holiday of Juneteenth, approved by the City of Bozeman Commission.

Action- Trustee Spencer moved to approve the Library Holiday Closure Calendar for FY23. Trustee Mohr seconded. There was no further discussion. The Board voted unanimously to approve Library holiday calendar.

Library late opening on the day of the Sweet Pea Festival Parade Aug 6, 2022- Gregory shared that Library staff would like approval to open the Library at 11am instead of 10 am on August 6th to allow for Saturday staff to participate in the Sweet Pea Parade, which starts at 10 am. The Library always has an entry in the annual event and this would allow more staff to participate.

Action- Trustee Dowdell moved to approve the Library opening late on Sat Aug 6, 2022 Trustee Mohr seconded. There was no further discussion. The Board voted unanimously to approve.

Circulation Policy Update- The Board discussed updated phrasing regarding the circulation of Hotspots to Library patrons for remote internet access. Staff would like to add the sentence “If the Hotspot has not been returned by its due date, data services will be terminated and the Hotspot will become unusable.” This will be helpful in alerting patrons of the consequences of not returning the item and help to avoid misunderstandings.

Action- Trustee Spencer moved to approve the amended section regarding Hotspots. Trustee Dowdell seconded. There was no further discussion. The Board voted unanimously to approve the changes.

Library Renovation project update Assistant Director Stephenson presented a power point slide show provided by the MSR architects to show updated renderings of the areas to be renovated.

Reports

Correspondence Director Gregory shared the following patron comments:

“Hire better staff.”

“More toys & lessons for toddlers & make elevator less scary.”

“Slide from top to bottom (in Children’s department)”.

‘Cat room, please!’”

“Thank you for the opportunity to view the Americans & the Holocaust exhibit. It was moving and an important reminder that is relevant to our conditions at present.”

“Stop wearing masks! They don’t keep out the virus.”

“Increase the \$ amount for missing items sent to collections.”

“Thank you for being a welcoming space to serve all of the community in Bozeman - we appreciate you.”

“I’d like more books on mental health and how to move forward.”

Youth Services Dept. Head Ellie Newell received a note from a woman who said she regularly brings a little boy to the library that she nannies. The patron sent some pictures of the child playing with blocks and making a whole lot of new friends, then she said “Thank you for all the effort of you and your staff to make this a great learning destination for us.”

We received a nice letter from a gentleman providing feedback stating that he had great fun with one of our Adventure Backpacks on bird watching.

Director and Staff Reports

Director Gregory Gregory highlighted the success of the Food pantry cart. The Library distributed 500 pounds of food last month from the cart in the lobby, all donated by the Gallatin County Food Bank. Gregory said that it is rewarding to be able to help people in need with the support of the Food Bank and with a generous donation from an anonymous patron to the Library Foundation for this purpose. The request for proposals for a concept design for the Westside Library branch and Aquatic Center have been sent out. Kit and Gregory will meet with Strategic Services Director Jon Henderson and the project committee to go through and score the different applications. The committee will choose a firm.

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

Youth Services Department Head Ellie Newell – “We held our summer kickoff party on Monday, which was a “Pirate Party”. The department served 900 patrons on the first day of the summer reading program.

Collection Management Department Head Carmen Clark- The department is continuing to work on year end book orders and close out the FY22 books.

Public Services Department Head Sarah Creech – There is an open 15-hour position that closed today. There were 47 applicants.

City of Bozeman Reports

Terry Cunningham, City Commission Library Liaison- not present so no report was provided.

Library Foundation - Foundation Director Janay Johnson-Johnson reported that the Foundation Advisory Council held an outreach event called “Books & Brews” at the Last Best Place Brewing Company that was very successful.

Friends of the Bozeman Public Library- Marilyn Kennelly stated the coffee shop is open. There will be three Summer Book Sales. The Friends will have the Sunday bag sales of \$2, \$5, and \$10, based on the size of the bag. They will be hosting a table at the Farmers Market on July 12th and 19th.

Adjournment There being no further business, Board Chair John Gallagher adjourned the meeting at 4:54 p.m.