

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library
Wednesday, September 21, 2022
Library Community Room
Minutes

Attendance Trustees Ken Spencer, Stewart Mohr & Jennifer Pawlak; 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, Librarian Katie Biehl, Foundation Director Janay Johnson, Friends President Ramona Mead, City Commissioner Terry Cunningham

Not Present: Trustee Kelley Dowdell & Pam Henley

Call to Order Meeting was called to order by Trustee Stewart Mohr at 4:04pm

Public Comment – no comment

Recognitions & Awards

Recognition of Service for John Gallagher, past Board Chair- City Commissioner Cunningham read a letter from Mayor Cyndy Andrus to Gallagher, in which she thanked him for his ten years of service as a Library Trustee and prior years as President of the Bozeman Public Library Friends. Trustee Mohr read a letter of recognition from MT State Librarian Jennie Stapp, in which she thanked John Gallagher for his many years of dedicated service to the Library, both as a Library Board member and member of the Bozeman Public Library Friends.

Recognition of Katie Biehl for “Librarian of the Year” MLA Award- Director Gregory presented Librarian Katie Biehl to the Board and shared that Biehl was chosen to be the 2022 recipient of the Montana Library Association Librarian of the Year Award. Biehl was recognized for her dedicated 24 years of Bozeman Public Library service and her leadership in managing the Montana Library2 Go collection, which is a statewide consortium of e-books and e-resources.

Recognition of Bozeman Public Library’s “ELSA” Award for Excellent Library Service- Director Gregory announced that the Bozeman Public Library received the Excellence in Library Service Award again this year. This is an award presented annually to Montana public libraries who meet the standards for provision of outstanding library service to their communities. Trustee Mohr complimented the Library staff for their hard work, customer service excellence and commitment to serving the Bozeman community.

Approval of the Minutes

Action Trustee Spencer moved to approve the minutes from the June 15th, 2022 meeting. No Library Board meetings were held in July or August. Trustee Pawlak seconded. No further discussion. The Board voted unanimously to approve the minutes.

Action/ Discussion

Introduction of New Library Trustee Pam Henley by Stewart Mohr-

Trustee Mohr announced that Pam Henley is the new Library Board Trustee who was appointed in July by the City Commission to take the place of retiring Library Trustee John Gallagher. She was not present due to a longstanding work commitment but has shared that she is delighted to join the Board of Trustees and looks forward to serving the Library.

Election of Library Board officers

Action Trustee Pawlak moved to appoint Trustee Stewart Mohr as the new Library Board Chair. Trustee Spencer seconded. No further discussion. All Trustees voted in favor of Trustee Mohr becoming the new Library Board of Trustees Chair.

Trustee Mohr moved to appoint Trustee Pawlak as the Vice Chair. Trustee Spencer seconded. No further discussion. All Trustees voted in favor of Trustee Pawlak becoming the new Library Board Vice-Chair.

FY 24 Capital Improvements (CIP) Request – Director Gregory explained that Library CIP requests are funded through the Library Depreciation Fund, not the City General Fund. These depreciation fund accounts were established by Montana statute to allow public libraries in Montana to put any funds left over at the end of a fiscal year into a Library capital maintenance fund. The Library is in the process of working on our CIP requests for the 2024 fiscal year, which will include carpeting for the second floor, and new automated blinds. The Library Depreciation Fund currently has \$225,000 carried over from last year's requests for the expansion of the automated materials handler, replacement of Library lighting and carpeting for the 1st floor.

Donor signage/renovation – Johnson, Library Foundation

Executive Director Johnson presented a motion to the board for donor recognition related to the Library Renovation Project.

Space	Donor	Named As
Second Floor Northwest Reading Room	Bruce McLeod	McLeod Reading Room
Second Floor Northwest Study Room	Mike and Cyndi Huempfner	Mike and Cyndi Huempfner
Second Floor Reading Lounge	First Security Bank	First Security Bank
First Floor Community Hub	Kendeda Fund	Kendeda Hub
First Floor Recording Studio	Nicholas Wickes	The Charmer Fund
First Floor "Wet" Lab	Bozeman Health	Bozeman Health

Action Trustee Pawlak moved to approve the naming of the new Library spaces as written above. Trustee Spencer seconded. All Trustees voted in favor. No further discussion. The Board approved the naming of the Library spaces above.

Display and programming policies – Stephenson/Gregory- These new policies are being reviewed in the City Attorney’s office and will be placed on next month’s Board meeting agenda for approval.

Reports

Correspondence Director Gregory shared the following patron comments:

“Hire better staff”

“Thank you so much for hosting the Punslinger Throw down.”

“Just wanted to say how nice and clean your library is!”

“You’re Cool.”

A patron was disappointed that his fines went to collections but was assured it wouldn’t affect his credit. Monika and Ellie did such an excellent job of explaining the situation that he had no complaints.

“Thank you Uber driver for the recommendation to visit the Library!”

“Nothing, this place is awesome.”

“You’re doing great. Everyone who works here is awesome and deserves a beer!”

“Love the clever use of the book drop windows.”

“Corey was incredibly helpful and kind assisting me today. She is a gem of a person.”

“I would like to express gratefulness to Jonathan’s excellent customer service today - outstanding.”

Cat reading room and stuffed reading buddies in Children’s. Please.”

“Please buff the DVDs more often, they are scratched.”

“Tween center for 9-12 year olds.”

“Please put handicap signs on the handicap doors to the bathrooms.”

“Please have carbon monoxide detectors to check out.”

“Didn’t like the self-check outs and we had to wait for a librarian.”

“Miss the Japanese, German and international section of children’s books.”

“Thank you for making Books & Babies so special this summer!”

Director and Staff Reports

Director Gregory- The Library renovation construction will begin September 29th and is projected to be done by November 20th, 2023. The renovation will be done in two phases so that access to the Library will be disrupted as little as possible. Phase One will include new lighting on the 1st and 2nd floors, the Library Hub on the first floor, new carpet on the first floor and the addition of two upstairs meeting rooms. The second floor will be closed to the public until mid-January for safety reasons, at the request of Martel Construction. The coffee shop will continue thru February. The Westside Library Branch/Aquatics & Recreation Center project is moving forward. Gregory and Stephenson have had four meetings with City Administration and Parks & Recreation staff in the last two months regarding the project. Local architectural firm Think One was selected to do the concept design for the complex, which will also include a small office for Bozeman Police officers. Public meetings will begin this fall in order to get input on what the community wants to see in the project. Think One has brought in staff from Anderson Mason Dale Architects in Denver to assist with the project.

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 big thank you to our Youth Services staff for doing an amazing job for the Summer Reading Program.
- Collection Management Department Head Carmen Clark- Clark announced that the Library has a new online language learning program that is available to patrons. “Transparent Languages” offers a huge number of languages that can be studied from the beginner level to more advanced levels. Two community members came in the first week that it was offered and got Library cards just for this.
- Public Services Department Head Sarah Creech – Creech announced that a new library assistant will be starting on Wednesday, the day that the Library renovation construction begins.
- Adult Programming & Outreach Department Head Corey Sloan- Sloan highlighted our mobile outreach services program, which offered 70 programs in different locations throughout the summer.

Reports

City Commission Library Liaison- Terry Cunningham – The City offered Diversity, Equity, & Inclusion Training to all City staff over the summer. There were 184 participants who attended the four- part series. City Administration is working on topics for the upcoming Legislative sessions. The City has some funds set aside for outreach to the Latino community.

Library Foundation - Foundation Director Janay Johnson- Johnson invited those present to come to the Renovation Kickoff on Sept 29th at 4:30pm in the Montana Room. The Foundation is putting together a coalition of Foundation stake holders for the west side branch project advocacy effort. The Library branch/Aquatic & Recreation complex project will be on the November 2023 ballot.

Friends of the Bozeman Public Library- President Ramona Mead shared that for the fiscal year ending in June, the Friends were able to provide \$18,820 to the Library for Most Wanted books, DVDs, and book club kits. The Friends hosted three successful outdoor books sales this summer.

Trustee Mohr stated that the next Board meeting will have a change of venue due to the Library renovation. The October Library Board meeting will be at the Public Safety Center in the Chuck Winn Community Room.

Adjournment There being no further business, Chair Stewart Mohr adjourned the meeting at 5:07 p.m.