

**Bozeman Public Library**  
**Wednesday, September 20, 2023**  
**Library Board Room**  
**Minutes**

**Attendance** Trustees Stewart Mohr, Pam Henley, Jennifer Pawlak, Ken Spencer; Bozeman Public Library (BPL) Director Susan Gregory; Assistant Library Director Kit Stephenson; Administrative Assistant Lauranna Cossins; Department Heads Carmen Clark, Ellie Newell, Sarah Creech & Corey Sloan; & Foundation Director Janay Johnson

Not Present: Trustee Mike Redburn; Friends of the Bozeman Public Library President Dana Pepper; City Commissioner Terry Cunningham

**Call to Order** Meeting was called to order by Board Chair Stewart Mohr at 4:03 pm.

**Public Comment** – no comment

**Approval of the Minutes**

**Action** Trustee Spencer moved to approve the minutes from the June 21, 2023 meeting. Trustee Pawlak seconded. There was no further discussion. The Board voted unanimously to approve the minutes.

**Action/ Discussion**

**1. Election of Library Board officers for FY24**

**Action-** Trustee Henley moved that Trustee Stew Mohr continue as Library Board Chair and that Trustee Jennifer Pawlak continue as Library Board Vice -Chair. Trustee Pawlak seconded. There was no further discussion. The Board motion passed unanimously.

**2. Collection Management Policy**

Collection Management Supervisor Carmen Clark highlighted the changes and additions to the updated Collection Management Policy presented to the Library Board. Changes include the consideration of self-published and small press books for the Library collection, as well as clarification of the “Request for Re-Consideration Policy.” The entire Collection Development Policy and supporting documents can be viewed at <https://www.bozemanlibrary.org/about/more-information/policies>.

**Action-** Trustee Henley moved to approve the Collection Management Policy as presented to include today’s date on the individual documents as amended. Trustee Pawlak seconded. There was no further discussion. The Board motion passed unanimously.

### 3. **FY25-29 Capital Improvement Plan (CIP)**

Director Gregory stated that the only changes to the FY25-29 Library Capital Improvement Plan (CIP) are an increase in the amount for the new second floor carpet and a line item to replace the flooring in the Youth Services Department. The Library's capital projects are funded by the Library Depreciation Fund, not the City General Fund. After Board approval, the CIP will be reviewed by the City Manager and will need approval from the City Commission later this fall.

**Action-** Trustee Spencer moved to approve the CIP as submitted by Director Gregory. Trustee Henley seconded. There was no further discussion. The Board motion passed unanimously.

4. **2023 Staff Day, August 29<sup>th</sup>** – Gregory reported that the Library's Annual Staff Day was held on August 29<sup>th</sup>. The agenda for the day focused on the development of an internal work plan to help implement the new Strategic Plan. Staff divided into four groups- one for each goal - and worked together in small groups to brainstorm ideas, which were shared at the end of the day with the entire staff. Library Department Heads, Assistant Director Stephenson and Gregory will compile the staff input and work to complete the Strategic Plan so that it can be designed, printed and shared with the public.

5. **FY24 Holiday Schedule** –Gregory shared that the Library has decided to follow the City of Bozeman holiday schedule to lessen confusion for the public. The City has both Indigenous People's Day and Veterans Day scheduled as holidays. The Library will now be open on Christmas Eve and Easter Sunday. Regularly scheduled staff will have the option to use vacation time if they would like to take these days as holidays.

**Action-** Trustee Pawlak moved to approve the Library Holiday Schedule for FY 2024. Trustee Spencer seconded. There was no further discussion. The Board motion passed unanimously.

## Correspondence

Director Gregory shared the following patron requests /comments:

- One of the Library's young patrons in the Children's Department wrote and illustrated a paper book entitled "The Library is so Cool, Cool, Cool." Gregory passed the beautiful creation around for the Trustees to admire.
- There were a lot of comments from July and August asking for the Library to bring the magazine trade shelf back. Gregory said that the Library WILL bring this popular service back very soon. The staff is waiting for the renovation to be completed so that they can decide on the location of the shelves and make sure that there are volunteers available to monitor the shelves daily. One problem with the magazine trade shelves in the past is that some people have used the racks as a recycling dump.
- A patron wrote that "Jesus loves you."
- A patron wrote "This Library lacks a biography on one of the greatest icons of all time, Alice Cooper"! They requested books on both the person and the group.

## Director and Staff Reports

Director's Report – Gregory announced the first public program in the newly renovated Community Room. The Community Room will open to the public with its first program on Sept 29th, 2023. The Library will host author John Maclean, who will discuss the anniversary publication of Ernest Hemingway's book, "Big Two Hearted River". John Maclean wrote the prologue to the anniversary edition of the book, which is recognized as a seminal literary work to celebrate the art of fly fishing. Maclean is particularly suited to discuss fly fishing; his father, Norman Maclean, wrote "A River Runs through it." He is a respected journalist in his own right and was the foreign desk editor for the Chicago Tribune for 30 years. He resides in both Washington, D.C. and Montana.

Maclean will be introduced by Bozeman resident Valerie Hemingway, who worked as Ernest Hemingway's secretary and assistant and married Hemingway's youngest son, Gregory. Valerie is a respected author and editor in both national and international literary circles.

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

## Reports

City Commission Library Liaison Terry Cunningham - not present. No report provided.

Library Foundation - Foundation Director Janay Johnson – Johnson reported that the BPL Foundation Board is very excited about the successful ticket sales for the annual Library Gala this Saturday at the Kimpton Armory Hotel. The event is almost sold out.

Friends of the Bozeman Public Library- President Dana Pepper- not present. No report provided.

**Adjournment** There being no further business, Chair Stewart Mohr adjourned the meeting at 5:08 p.m.

**Next Board meeting:** Oct 18, 2023 @ 4 pm in the Bozeman Public Library, Cottonwood Room, 2<sup>nd</sup> floor.