

Bozeman Public Library
Board of Trustees Meeting
May 15, 2024
Minutes

Attendance Trustees Stewart Mohr, Pam Henley, Jennifer Pawlak, Ken Spencer, Mike Redburn; Bozeman Public Library (BPL) Director Susan Gregory; Administrative Assistant Lauranna Cossins; Department Heads Carmen Clark, Corey Sloan and Sarah Widger; Library Foundation Director Janay Johnson; Friends of the Bozeman Public Library Chair Marilyn Kennelly

Not Present: City Commissioner Jennifer Madgic and Assistant Library Director Kit Stephenson

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

Change in agenda- Foundation Report to follow Approval of Minutes, per request from Foundation Director Johnson due to another commitment.

Public Comment – No Public Comment

Approval of Minutes

Action Trustee Pawlak moved to approve the minutes from the April 10, 2024, meeting. Trustee Redburn seconded. There was no further discussion. The Board voted unanimously to approve the minutes.

Library Foundation- Foundation Director Johnson- Johnson shared that the Foundation had an amazing “Give Big” fundraising campaign result. The Bozeman Public Library Foundation was 11th overall in terms of number of donors out of 275 organizations and gained 60 new donors. The amount raised online in 24 hours was just over \$62,000. The amount raised for the Library during this annual Bozeman nonprofit fundraiser keeps getting bigger and bigger every year.

Johnson, Library Director Gregory and staff hosted a poignant outdoor memorial service for one of our unhoused patrons the morning of May 15th. John was a longtime patron who came to the Library every day for more than twelve years. He would read the Encyclopedia Britannica, books on religion and books on scientific theories for hours. He passed away a few weeks ago after a long illness exacerbated by exposure to the elements and intermittent shelter. Foundation Director Johnson was able to get him into a Tiny Home for the last few months of his life. John was a Vietnam Veteran and was loved and looked after by many in the Bozeman community. Friends, Library staff, the Color Guard from the American Legion Vietnam Veterans Post 14, Warming Center and social work staff from HRDC, staff from local coffee shops and Library patrons attended the brief recognition of his life.

Action/ Discussion

FY25-26 Operating Budget request review and approval— An overview sheet for the FY25-26 Library Operating Budget request was provided to the Board for review prior to the meeting. Gregory stated this is the first time for all of the City departments to build a two-year budget; the City is adopting a biannual budgeting process beginning with the new fiscal year. Final approval from the City Commission will come at a June City Commission meeting. The FY25 Budget request is a 12% increase over last year. This is due to our adding \$15,000 for a partial website redesign, increased landscaping costs and a bump in our out-of-state travel funds for conferences and staff CE opportunities, Tech maintenance contracts for vendors such as Envisionware and Lyngsoe and other maintenance contracts continue to increase annually. The Library's gas and oil line item increased by 50% in the FY25 request due to an increase in outreach stops using the City vehicle, the Toyota Highlander, rather than the Bookmobile.

Action: Trustee Redburn moved to approve the FY25-26 Library Operating Budget as submitted. Trustee Pawlak seconded, no further discussion. The Board voted unanimously to approve the FY25/26 Budget.

Remove the Lost & Found and Donations policies- These policies are being re-classified from policies to internal procedures.

Action: Trustee Henley moved to remove the Lost & Found and Donation policies. Trustee Spencer seconded. The Board voted unanimously to remove the above policies and turn them into Library procedures.

Date Change to the June 19th Library Board meeting due to Juneteenth closure- Board discussion took place and the Board voted to move the June 19th Board meeting to June 12th, 2024. Chair Mohr will be out of town and Vice-Chair Pawlak will chair this meeting.

Action: Trustee Pawlak moved to change the Library June Board meeting to June 12th, 2024. Trustee Henley seconded No further discussion, all voted in favor.

Correspondence

“I don't feel comfortable with an armed guard carrying a pistol patrolling the Library! This is unreasonable and ridiculous.”

“The staff have told me that they appreciate having security.”

“The children's desk is amazing. They gather a bundle for my school each week. It's a total time saver for me I don't have a lot of free time and I appreciate this service so very much!”

“Nothing! This place is awesome 😊”

“Please get an interactive globe for a children's room teaching tool.”

“Please fix the women’s bathroom door it sticks.”

“Ficus tree in SE corner needs to be dusted or spritzed to clean leaves. They suffocate from dust. Thanks!”

“It would be awesome if the library upgraded the drinking fountains to include bottle filling stations.”

“You might want to think about restricting your poster hangings to 8x10 and requiring that they have a date. The community board is nice but can’t find things because it’s a mess.”

“More astronomy programs/activities!”

A patron requested an additional, bigger rack for the free magazines.

Highlights

Director’s report - - Director Gregory provided her report to the Library Board prior to the meeting. Highlights were reviewed. Gregory provided an overview of the Montana Library Association Annual Conference that was held in Butte, MT, in late April. Gregory, Stephenson and six Library staff attended. Three staff presented programs. Gregory attended the Montana State Library Commission meetings,

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

City Commission Library Liaison - City Commissioner Jennifer Madgic- not present, no report provided.

Friends of the Bozeman Public Library (FOL) - Friends President Marilyn Kennelly- We are continuing to have discussions about merging with the Library Foundation. The Friends’ book sales earnings are continuing to increase. The FOL cleared more than \$15,000 at their last book sale. The next sale is going to be at the Gallatin County Fairgrounds and will be August 10th - 11th. The Friends continue to fund the Book Club kits, supplies for the new creative labs and volunteer appreciation gifts. They are going to fund the Children’s Rainbow Garden annual maintenance and planting. Drive-by Book Donation Drop-off events are planned for June 8th, and July 13th, 2024 at the Library.

Chair Mohr adjourned the meeting at 4:51pm

Next Board Meeting - June 12th, 2024 at 4pm in the Library Board Room, 2nd floor.