

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Board Room
Wednesday, October 19th, 2016
Minutes

Attendance Board Chair Judy Mathre; Vice Chair John Gallagher; Trustees Jennifer Pawlak, Ron Price, Ken Spencer; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Lois Dissly, Jason Greenwald; Administrative Assistant Lauranna Cossins; City Commissioner and Library Liaison I-Ho Pomeroy.

Call to Order The meeting was called to order by Board Chair Judy Mathre at 4:00pm.

Approval of the Minutes Trustee Spencer moved to approve the minutes from the September 21st, 2016 Board meeting. Vice Chair Gallagher seconded. The Board voted unanimously to approve the minutes.

Security Update Trustee Price reported that he and Director Susan Gregory did a site survey of the Library to look at and talk about different access points and the comings and goings of staff after hours. Gregory said that when she met with the City to discuss the Library's depreciation fund requests, representatives told her that the City is beginning to work on a security system, and they hope to include the Library in their plan. Gregory relayed their invitation to work with them on the project to Trustee Price.

Depreciation Fund Gregory asked if she can present the final draft of the FY17 Library Depreciation fund request before the Board in November, and Board Chair Mathre said yes. Some information is still not available. Gregory said that the Library will have to be re-carpeted in the public areas in the next couple of years; the City Facilities Manager is working on an estimate for the FY19 category of the request. Gregory noted that the conveyor system for Circulation has been removed from the list of requested items because new self-checks are more urgently needed. Videoconferencing equipment will need to be funded from a different source, since it is not a top-priority item. The \$50,000 allotted last year for parking lot improvements is still in the depreciation fund from last year's request. The reconfiguration of existing building space is still on the table, but there is no start date or cost estimate, so it is listed in the request as a placeholder.

New task chairs for the staff and the public are listed for FY18 purchase. The chairs to be replaced have been in use for ten years and are worn. The Board discussed flooring options. Right now the floor is carpeted in tiles, which can be replaced in pieces instead of all at once. A security system is also in the request, although it has not been priced yet. Gregory explained that all City departments submit requests for capital improvements to the City each fall. The Library's capital expenses are paid for out of its depreciation fund first, and from the City's general fund after that, if need be.

Trustee Pawlak asked about the patron who wanted an accommodation for their narcolepsy. Gregory said that she and Head of Adult Reference & Outreach Kit Stephenson purchased a simple couch to go against the wall of the computer lab on the second floor.

Correspondence Gregory shared correspondence from the community. Two patrons wrote to say that they did not like the fiction arrangement. A patron complimented staff member Leane Bradley, and said she does an outstanding job in Reference. An anonymous patron said that the Library is doing great. Another patron visiting the Computer Services desk commented that Hannah Mundt provided friendly, helpful service. Another visitor said thank you for making printing so easy and for having a friendly staff. Someone emailed to say that Carmen Clark goes beyond the call of duty to provide requested materials. A librarian from West Memphis, Arkansas had a question about BPL's experience with choosing to locate its Library downtown.

Director's Report Gregory reported that she attended the Friends of MSU's Library's annual fundraiser. Author and MSU professor Glen Chamberlin was the guest speaker. The Bozeman Public Library is gearing up for its building's 10th anniversary celebration on November 11th. Cindy Christin, Lois Dissly, Mary Jo Stanislaw and Katie Biehl are on the planning committee. Foundation Director Paula Beswick is planning an art show featuring artists who have had shows in the Library lobby over the last ten years. Jenny Fleming, one of the first artists to perform in the new building, will perform, and staff is putting together photos and books from the last ten years to display.

Gregory said that Kit Stephenson and Carmen Clark are currently in Kentucky for an Association of Bookmobile and Outreach Services conference. Yellowstone Forever is working with Stephenson to donate 50-75 new books about Yellowstone to BPL's Montana Room.

Staff Reports Jason Greenwald shared a postcard which the Library is sending to vendors, partners, volunteers, and the City. It explains the story of the new logo and why the Library chose to change its logo now. He said an accompanying press release is going out tomorrow. He reported on Staff Day. Librarians from ImagineIF Library System in Kalispell gave a workshop in the morning about how play can create a more engaged, productive staff. Local management consultants from "The Snake Oil Workshop" led improv activities in the afternoon to teach staff about taking risks, embracing change and being open to new ideas.

Lois Dissly reported on a meeting of the Montana Shared Catalog membership. She said there are 177 participating libraries in 99 communities, and that 20 of the medium to larger libraries pay the bulk of the cost. The Montana Shared Catalog is trying to get their courier service to go to more libraries and run more frequently so that popular items do not wait in bags and bins. The state library is working on a strategic planning process, and they have hired a consultant named Ned Cooney to help them. Starting in November, BPL will have the ability to allow patrons to turn on their checkout history. Patrons will have to opt-in. Dissly remarked that this is a much-requested feature and will surely be popular. She said staff and Director Gregory will need to review the details of this new feature to see if it is something the Board should approve.

Cindy Christin reported that award-winning illustrator Christian Robinson will be at BPL for this year's Children's Festival of the Book. The hugely popular annual festival will be on November 5th this year. Robinson is coming to Bozeman from his home in San Francisco for the event and will be in town for several days.

Trustee Gallagher reported that he attended a seminar put on by the local government center about boards and how they should perform. He found it informative. Trustee Price brought up the City's annual ethics training, and suggested having an expedited Board meeting on November 16th so that Board members could also attend the training.

Adjournment There being no further business, Board Chair Mathre adjourned the meeting at 5:05pm.

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