

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Board Room
Wednesday, December 16, 2015
Minutes

Attendance Board Chair Ron Farmer; Trustees Judy Mathre, Jennifer Pawlak, John Gallagher, Bozeman Public Library (BPL) Director Susan Gregory; BPL Foundation Director Paula Beswick, BPL Department Heads Mary Jo Stanislaw, and Lois Dissly.

Call to Order The meeting was called to order by Board Chair Ron Farmer at 4:05pm.

Approval of the Minutes Trustee Gallagher moved to approve the minutes from the November 18th, 2015 Board meeting. Trustee Pawlak seconded. The Board voted unanimously to approve the November minutes.

Public Comment: No Comment

Correspondence Board Chair Farmer requested the Board provide a response to the emailed letter received by the Library Trustees and Director from a Library patron which requested the Board revise the Library circulation policy to address his concerns; the Board discussed the email. Board Chair Farmer requested we respond with “that we will review the Library circulation policy in due course as we review all of the Library policies.” Discussion took place regarding the sequence of review of all Library policies. Director Gregory along with Trustee Pawlak requested we look at setting up a 2016 calendar schedule to review those Library policies which have not already been updated in the past year. The Board agreed.

A mother emailed and advised “I LOVE THE BOZEMAN LIBRARY, I have a 6 and 4 year old that love story time and the Lego club!” She also suggested a beginning reader series. Cindy Christin, Head of Children’s Services, has responded to the patron in regard to the materials request. A 10 year old patron suggested that we have a night where the homeless can sleep in the Library to stay warm and take a shower. Another patron requested more Marvel comics, and another comment received from an anonymous patron in the Computer Services department simply said, “You all rock!”

Items for Discussion/Action

Discussion regarding the Library parking lot project, DBA TIF decision and next step:

Director Gregory provided the breakdown of the cost from the WTI traffic study to refresh the Board’s memory, along with a copy of the Library’s Depreciation Fund report. The Library parking lot improvement project was included (\$50,000 in FY17 and \$30,000 in FY18) in the FY17 Approved Library Depreciation Fund request, to be used at the discretion of the Library

Board. Director Gregory advised that The Downtown Bozeman Partnership TIF Board met on November 17, 2015 and voted *not* to help fund the Library Parking Lot Project. Four of the five TIF Board members voted nay; one vote was aye. Foundation Director Paula Beswick and the Board discussed the result and what actions to take for a possible future proposal to the TIF. Chair Farmer stated we should proceed thinking that money isn't going to materialize. Director Gregory will go back to the City and see what part of this project they can assist with and determine a timeline. Foundation Director Beswick will follow up with members of the TIF Board regarding possible reversal of decision or other options for funding. The Library Parking lot project discussion will be placed on the January Library Board agenda.

Director and Staff Reports

A copy of Library Director's report was provided to Board prior to Board meeting for review. Director Gregory reviewed the monthly Library Statistics and review of the Budget Summary, stating we are right where we should be for this point in the fiscal year. Update on the Bozeman Police Library substation: the Architect has met with the project manager and the project is moving forward; approximate estimated cost is \$10,000 to get the lobby door built. Martel Construction is ready to go as soon as we get the funding settled; the police department will potentially be contributing some funding for this project. Follow up will be done with Bozeman Police Chief Steve Crawford. Director Gregory stated it could be possible to use some of our State aid for this project. Gregory attended the annual Gallatin County Commissioners meeting on Dec 1, 2015 with the Gallatin County Libraries, and presented the BPL FY15 annual report. The County Commissioners had no questions and congratulated the library directors on having a successful year. Several staff members attended a meeting with CompuNet of Bozeman regarding the possible purchase of video conferencing for the library. The CompuNet staff provided a demonstration and showed some of the videoconferencing features. This is a service that is frequently requested by Library customers and that would also be of value to Library and City staff for programming.

Department Head Lois Dissly advised she and Beth Boyson visited the City Planning department and its library; it has about 600 books that are attached to our catalog that library patrons can see and check out from the Planning Department. Dissly advised that the Montana Shared Catalog Manager Ken Adams is retiring and stated that he was a good leader. We provided a thank you card to him.

Foundation Report

Paula Beswick, BPL Foundation Director, reported that they have put out their year-end appeal letter and are working on getting Holiday cards out. Sarah DeOpsomer is doing research on possible grant opportunities and putting a chart together of deadlines. They have met with the Foundation nominating committee to discuss potential new Board members, as several members

are terming off the Board. They are meeting with the Cornerstone Celebration committee this month to propose a date change to March 5th and will come back in January with more information. Feb 23 is the date of the Foundation's Ale Works fundraising event, which will be a bookmobile fundraiser for the endowment. Art shows have been slotted for the coming year's exhibits. The Foundation staff is looking into some possible events/programs to celebrate the Library's 10th anniversary in the new building, which occurs in November of 2016. An update on the status of the bookmobile was given; the Board was provided a copy of the concept and specifications that were received from the vendor, with the suggested 35ft length bus style and a total estimated cost of \$270,000 that doesn't include graphics. This will be reviewed by the bookmobile committee; further detail will be provided to the Board as it becomes available.

Adjournment There being no further business, Board Chair Ron Farmer adjourned the meeting at **5:34 p.m.**