

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Staff/Board Room
Wednesday, May 20th, 2015
Minutes

Attendance Present: Board Chair Ron Farmer; Trustees Judy Mathre, John Gallagher, Jennifer Pawlak, Jacki McGuire; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads MaryJo Stanislao and Terri Dood; City Superintendent of Facilities James Goehring; Lonnie Wirtz, Facilities Services; Taylor Lonsdale of the Western Transportation Institute; Gallatin County Commissioner Don Seifert; Board President of the Gallatin Art Crossing Tate Chamberlin.

Call to Order The meeting was called to order by Board Chair Ron Farmer at 4:01pm.

Approval of the Minutes Trustee Gallagher moved that the minutes from April 15th, 2015 meeting be approved. Trustee Pawlak seconded. The Board voted unanimously to approve the minutes.

County Commission Report County Commissioner Don Seifert stopped by to let the Board know that the \$1 million that the county borrowed in 2005 to fund BPL and other county libraries has been paid off. The mill levy was used to help pay off the loan, but as of 2016, the full mill levy will once again be available to Gallatin county libraries. BPL's share will be approximately \$572,413.

Traffic Study Update Taylor Lonsdale of the Western Transportation Institute presented his completed summary of recommendations for improving the Library's parking lot traffic flow. Trustee Pawlak asked about removable speed bumps (such as the ones belonging to the county discussed at last month's Board meeting), and Lonsdale replied that speed tables are easier to maintain and more effective at speed control. Speed tables like the ones in his proposal are easier to plow in winter, whereas the removable speed bumps would need to be removed in winter. Speed tables are also easier for cyclists to ride over. Lonsdale noted that his report does not address the need for more disabled access parking spots, though he said he could take measurements and examine the grades in the emergency vehicle turnaround space to see if spaces could be added there.

While traffic speed was difficult to judge in the parking lot video footage, slowing traffic down would aid in the overall goal of making the parking lot safer for pedestrians. Speed tables and the splitter island would make the road appear narrower, which in turn encourages patrons to drive more slowly.

Trustee Pawlak asked whether the raised crosswalks would be painted and if they would have signs nearby. Lonsdale replied that they generally have white stripes on the ramp portions, while

the top can be patterned or colored concrete. Lonsdale noted that white stripes are more visible at night than colored concrete. Lonsdale's opinion is that pedestrian crossing signs might be unnecessary – and that too many signs can clutter the visual landscape. Providing centralized areas for pedestrian crossing makes them more visible to vehicles. The Board discussed crossing flags and poles and other ways to increase pedestrian visibility.

Trustee McGuire asked why there was a speed table (and not a raised crosswalk) by the roundabout near the entrance to the parking lot. Lonsdale said that it is an area where he would want traffic to slow down, but where he would not want to encourage pedestrian crossing. He clarified that a raised crosswalk is simply a speed table that is striped and designated as a pedestrian crossing.

City Superintendent of Facilities James Goehring added that the best time to implement these parking lot improvements would be in the spring, summer or early fall before the ground gets too cold, and ideally when it is not too wet.

Trustee Mathre asked if the proposed splitter island would be raised concrete, and Lonsdale replied that it would be. Because cars often park in front of the book drop area, the splitter island should be a mountable curb, in case emergency vehicles need to pass around parked vehicles.

Trustee Gallagher asked, given the expense of raised crosswalks, if signs indicating pedestrian crossing would address the Library's needs. Lonsdale replied that signs do not have the speed calming effect, through simply putting in designated crossing areas would improve the pedestrian crossing situation.

Phase 1 of the recommended improvements would cost \$50,640 and would include installation of four raised crosswalks, one speed table, and a sidewalk along the west side of the parking lot and at two crossing locations.

The Board discussed drainage concerns that would need to be addressed before construction could begin. BPL Director Susan Gregory noted that the owners of 212 S Wallace want to work with BPL on the parts of the plan that concern their property – Gregory will report back to them with this proposal.

Chairman Ron Farmer suggested that the Board read the report and come back next month with their ideas and preferences.

Sculpture Park BPL Director Susan Gregory presented a new lease agreement between the Bozeman Sculpture Park (BSP) and BPL. Though the Sculpture Park organization is now merged with the Gallatin Art Crossing (GAC), the Park itself will maintain the name Bozeman Sculpture Park. The lease also names the BSP, not the GAC, because the name change is not official yet. The GAC holds liability insurance for the sculptures, and has the artists sign waivers in case of property damage. The Board briefly discussed whether a three year or five year term

for the lease would be preferable. Since the lease does not specify start and end dates, Gregory said that she will take the lease back to the City legal department to make revisions and bring it back to next month's meeting to sign.

Tate Chamberlin, President of the Board of the GAC, said that the BSP will be installing new pieces in August, and that the goal is to bring in ten new sculptures. On August 20th GAC will hold a reception with BSP artists, music, food, and a silent auction.

Facilities Report City Superintendent of Facilities James Goehrung reported that the triangle area south of the Library is getting mowed and weeded every week until July, when it will need to be kept longer so as not to get burned out, since it is not being irrigated. Facilities will make a budget request for irrigating that area next year. Black Box Design will finish up installation of speakers for the new public address system on Memorial Day when the Library is closed. They are still deciding where to position speakers on the outside of the building, as there are concerns about drilling into brickwork. They are available to train staff on the use of the new system at an upcoming staff meeting.

Lonnie Wirtz reported that he is soliciting bids for redoing the planting beds on the east, north and west sides of the building. This will include replanting, mulching, and repairing drip lines. Facilities are doing, targeted hand spraying for weeds in the dog bone areas in the parking lot. The new power box, which will provide power for outdoor concerts this summer, is in place but not wired. Paula Beswick will make arrangements to get the box wrapped to make it more aesthetically pleasing. The waterless urinals in the Library men's bathrooms have been replaced.

Trustee Pawlak asked about funding for outdoor weeding needs. Gregory said that state aid may be applied for this purpose. Gregory also talked about getting big pots for the front of the Library and planting annuals in them.

Behavior Policy BPL Director Susan Gregory distributed copies of the current BPL behavior policy, along with drafts of a new policy that she, Lauranna Cossins, and the department heads have been working on. Her team looked at behavior policies at about a dozen urban libraries (e.g. Billings, San Francisco, Spokane, Missoula), and adapted portions of these policies to suit BPL's needs. The new policy seeks to identify specific unacceptable behaviors that staff can reference when patrons break the rules. MaryJo Stanislao added that the behavior policy cannot cover every possible scenario, but should allow staff to make decisions that are in the best interest of the Library. The Board discussed whether to have the length of suspension for specific violations spelled out in the policy.

Gregory said that all points of the policy will need more Board input, but the goal is to make each section clickable on the website and easy to access, so that no one will have to scroll through several pages to find a particular section. Trustee Pawlak asked about whether the policy would contain a section about unattended children, and Gregory replied that unattended children, along with Internet and cell phone usage, would be separate sections on the Library

website. The Board briefly discussed how to express the policy through signage in the library. Gregory mentioned that the new Police Chief may be open to MaryJo Stanislaw's idea of housing a police substation in the Library. Gregory suggested that the Board take time to read and think about the proposed behavior policy and be ready to vote on it at the next Board meeting.

Correspondence BPL Director Susan Gregory shared correspondence from the community. A patron remarked that it would be great to do some weeding and to spruce up the Library grounds. One of the plant volunteers wanted to move a plant into the Montana Room. A new patron said "y'all rock." Another patron wrote to say thank you for all the technology that is publicly available in the Library, and wrote that Shari Curtis in Computer Services is great. Another patron complimented Shari and the Computer Services department for being efficient and helpful. A patron with sciatica requested some standing work stations for computers. A patron wrote to say the copier is trouble-prone, and requested that the Library replace it. Another patron thanked the Library for the convenience of calling and reserving books. A patron expressed appreciation for MontanaLibrary2Go. Finally, a patron with hearing loss requested more DVDs with English subtitles.

Director's Report BPL Director Susan Gregory reported that the MSU-cosponsored Poetry Live event on April 29th was a great success, with seventy people attending to listen to twenty local poets read their work. On May 1st, a crowd gathered at the Library for an Arbor Day celebration, where there were activities for children and the planting of four trees on Library grounds. BPL was honored on May 2nd by the Bozeman Mediation Center as one of the five area groups to receive the 2015 Peacemaker Award for fostering peace, civility and cooperation. Gregory was on the search committee for the new City of Bozeman Police Chief, along with City administrators and a dozen community members. She posed questions about working with the homeless and mentally ill to each candidate.

The BPL Volunteer Appreciation Breakfast was held on May 15th and it was a great success, thanks to the coordination of Gail MacMillan, and the efforts of staff members MaryJo Stanislaw, Michelle Dorrence, Lois Dissly, and Lauranna Cossins. Jeff Rupp, Director of the HRDC, let Gregory know recently that the City's Streamline buses will begin making stops in front of the Library this summer. The route that passes the Library will be reversed so that patrons will no longer have to cross Main Street to get to the Library.

Gregory passed around a county budget form for the Board to sign, and said that the final discussion on the Library budget will occur on June 8th at the City Commission meeting. She said that City Manager Chris Kukulski had let her know that the City would support two of the four library's requested positions, and that the marketing and public relations position was a long shot. Kukulski agreed to support the 15-hour Computer Services/Reference position and the increase of the Computer Technology Supervisor position from 20 to 40hrs. Trustee Pawlak asked about whether it would be helpful to contact the City Commissioners before the June 8th meeting, and Gregory encouraged Pawlak and anyone else interested to attend the meeting,

and/or write emails to individual City Commissioners urging them to support the Library budget requests.

Gregory also gave a brief update from Cindy Christin, who could not attend the meeting. Progress is being made on the children's outdoor play area. Christin is looking into purchasing a concrete ping pong table, and there is talk of commissioning or acquiring a sculpture for the area. New flagstone paths have been created on the lawn in front of the Library. The paths were dug by members of Sigma Phi Epsilon at MSU.

Adjournment There being no further business, Board Chair Ron Farmer adjourned the meeting at 6:11pm.