

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Board Room
Wednesday, November 18th, 2015
Minutes

Attendance Board Chair Ron Farmer; Trustees Judy Mathre, Jennifer Pawlak, John Gallagher, Ron Price; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Mary Jo Stanislaw, Lois Dissly, Kit Stephenson, Cindy Christin; Jason Greenwald; Friends of the Library President Sharyn Anhalt; Assistant City Attorney Karen Stambaugh; Library Patron Galen Brokaw.

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

Approval of the Minutes Trustee Pawlak moved to approve the minutes from the October 21st, 2015 Board meeting. Trustee Mathre seconded. The Board voted unanimously to approve the October minutes.

Internet Access Policy

Trustee Mathre moved to approve the Internet and Computer use Policy, Trustee John Gallagher seconded.

A draft of policy was provided for discussion, review and clarification.

Trustees requested clarification regarding statements of wireless access hours and computer access with or without a library card, Staff responded and advised that wireless internet access is available during library hours but is set up to be turned off nightly and it is not left on 24/7.

Anyone can come into the library and use library resources without needing a library card, to include wireless access with personal devices.

Assistant City Attorney Karen Stambaugh will edit wording to reflect the changes requested during discussion. Library staff will update the Library card registration form to reflect policy changes and promote to the public as soon as technical aspects of the changes are addressed.

The Library patron in attendance asked several questions regarding the ability of minors to get Library cards without parental permission and the Library Circulation Policy.

Action Trustee Gallagher moved to approve the amended and revised Internet and Computer Use Policy as discussed, Trustee Price seconded. The Board voted unanimously to approve the Internet Access Policy.

Behavior Policy

Board reviewed the changes from last month's discussion and revision of the Behavior policy. Director Gregory provided a red line copy and clean copy via email to Trustees prior to the

Board meeting for review. Final revised copy provided by Assistant City Attorney Karen Stambaugh.

Trustee Ron Price moved to accept the behavior policy as written; Trustee John Gallagher seconded.

Board Discussion; Trustee asked for clarification of wording in Section 1 bullet 10; "Playing" in the library wondering if we wanted to clarify the word playing; Staff advised we do a lot of playing in the library in children's programs. For clarification the Board agreed to change Bullet 10 from Playing to Running; riding; skating etc.... Assistant City Attorney Karen Stambaugh will make changes as requested.

Action: Trustee Price moved to approve as amended the Behavior Policy; Trustee Gallagher seconded. The Board voted unanimously to approve the Amended Behavior policy as presented.

Security System

Board discussion took place regarding the possibility of a security system for the library. Director Gregory advised we did place this on the current CIP, with a zero dollar amount for future discussion and possibility. Board discussed and advised we should investigate further a security system due the value of the library and its contents; this is possibly a long term plan. A Trustee suggested that we could do a Board study of effectiveness and safety. Discussion took place of all the different security options, from just alarm systems for locks, to adding cameras etc. Board and staff will look into different options and cost to discuss in the future.

Chair Ron Farmer received a letter from the Montana State Librarian regarding the Montana library certification program and would like to congratulate Carmen Clark for being certified as an administrator.

Correspondence BPL Director Susan Gregory shared correspondence from the community. A patron just wanted to say thank you to the Library and that our Computer Services Instructor Jason Greenwald is an amazing instructor. Another patron wrote a thank you to Leane in the Reference department and advised that she was very helpful. Another patron requested we turn CDs so titles show and to limit germ contamination. A request was made to have online reservations for the study rooms.

A patron wrote to the Library regarding vaccinations of children in the library. The letter was read to the Board and a follow up is being provided to the patron and action by the Children's department is being developed.

Staff and Director's Report Copy of Library Director's report was provided to Board prior to Board meeting. BPL Director Susan Gregory advised the Board that the Bozeman City Commission did approve our Library Depreciation requests for the coming years. An update on the Police substation downstairs was given; we are working with the architect and Martel construction on it and will follow up with them for progress update.

The Library Journal Design Institute will be held in Bozeman in May of 2016. The national library journal, based in New York City, has chosen the Bozeman Public Library to host the prestigious national event that draws more than a hundred library architects, directors and trustees from around the country for a day of discussion of current library architectural design trends. This event will be an opportunity to showcase the Library, City Hall and the City of Bozeman on a national level.

A review of the Library's Annual Staff Day that was held on Nov 11, 2015, was given.

No results from the Downtown Partnership TIF board regarding the potential parking lot project funding were available.

Cindy Christin provided handouts regarding minors in libraries for the board to review.

Lois Dissly advised we did an upgrade to the public interface of the catalog to Enterprise and did have a few problems but the issues are being addressed. She attended the City HPO monthly meeting and talked about our new LOGO and the findings of the City Ethics survey. She shared that the Library had a great Facebook post about the Library's services. We are working on the Library's Co-sponsorships and following, and how we effectively manage this.

Kit Stephenson presented the Homework BPL bookmark and shared that the Library staff is making a push to the schools to encourage use of this helpful online homework tool.

Friends of the Library Report Friends of the Library President Sharyn Anhalt reported on the book sale which produced record sales and grossed a little over \$16,000. The bookstore in the coffee shop continues to have record sales monthly, doubled from last year.

The Friends Annual Meeting is in January, at which the group will be electing new board members as well as saying goodbye to those terming off. They will be hosting a special speaker and are hopeful that it will be a very interesting night.

Foundation Report Library Foundation Director Paula Beswick was unavailable but provided a copy of the Bozeman Library Foundation report for review.

Adjournment There being no further business, Board Chair Ron Farmer adjourned the meeting at 5:31pm.