

**Bozeman Public Library Board of Trustees Regular Meeting**  
**Bozeman Public Library--Staff/Board Room**  
**Wednesday, February 26, 2014**  
**Minutes**

**Attendance** Present: Board Chair Ron Farmer; Trustees Judy Mathre, Jacki McGuire, John Gallagher, Jennifer Pawlak; Bozeman Public Library (BPL) Department Heads Lois Dissly, Cindy Christin, Mary Jo Stanislaw; Mayor Jeff Krauss; Friends President David House; Library Foundation Director Paula Beswick and BPL Staff Nancy Stiner and Carmen Clark

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

**Approval of Minutes** Trustee Mathre moved that the minutes from the January 22, 2014 meeting be approved. Trustee Gallagher seconded the motion. The Board voted unanimously to approve the minutes.

**Public Comment** There was none.

**Correspondence** Lois Dissly shared suggestions and comments from library patrons. The Library received a positive comment from a patron expressing how much her family enjoyed Saturday Books and Babies programs. There were several suggestions regarding purchasing of specific DVDs. Another comment addressed concern about the birds in the building as they carry various diseases. Someone suggested creating a memorial list and their locations so people can find them. A patron requested that the Library consider replacing the memorial tree for Alice Ridenour, a long time and very dedicated volunteer. Another person suggested putting a reminder near the self-check machines that folding corners of book pages is rude.

**Staff Reports** Dissly reported that one of her two 15 hour positions was filled. This is a Computer Services position. Cindy will be attending the Public Library Association Conference (PLA) in Indianapolis, March 11<sup>th</sup> -15<sup>th</sup>. She will be presenting two workshops at the pre-conference: *Every Child Ready to Read* and *Environments*. Funding to attend this conference is being shared by the BPL Foundation, the Friends of BPL, and a Montana Library Association scholarship in the amount of \$800.

**Items for Discussion/Action** The Board voted to adopt the Model Trustee By-laws that were discussed and tabled at the January 2014 meeting.

Board members reviewed the *Distribution of Free Materials* policy. Chair Farmer said the policy is adequate and being followed. Trustees Mathre and Gallagher commented on recently observing the bulletin boards and found them satisfactory. Trustee Pawlak **Action** recommended adding a review and adopted date to the policy. Gallagher moved that the policy be accepted as written and Pawlak seconded. Motion approved.

Nancy Stiner presented the draft preliminary budget for FY2015. Christin explained personnel requests for the Library. An additional 12 hour staff position is being requested for the

Children's Department to cover the Saturdays and also assist with outreach activities. In addition, the Library is asking for a 20 hour marketing or community relations position. This position would be shared with the City for one FTE and housed in the Library. Christin explained the demand, time, and importance of continuity in successful marketing. Currently, staff is piecing together the newsletter, library column, brochures, press releases, Facebook, and other social media although none of the library staff are professionally trained to do marketing. Paula suggested that another niche that this person could fill was that of liaison with the Sculpture Park/Gallatin Art Crossing. Christin mentioned a list of duties for this position has been compiled in order to find the right person for the Library's needs.

**City Report** Mayor Jeff Krauss mentioned a six hour zoning meeting the previous evening. He will meet next Tuesday, March 4, with residents of the Story Hill neighborhood. An amount of \$2.175 million will be needed to remove contaminated soil gas. Monies will be borrowed and repaid over time. Mayor Krauss and City Commissioner Carson Taylor are researching a non-discrimination ordinance. They have been in touch with Missoula, Helena, and Salt Lake City. The City recently had a goal setting session and over 300 goals were identified; Krauss will have an April meeting to cut down the goals into a two-year plan. Hoteliers in Bozeman have agreed to add \$1 to the Bed Tax in order to help finance a convention center on North 7th Avenue.

**Friends Report** President David House reported that there are nine (9) members serving on the Friends Board. The Friends are working with the Foundation on joint advocacy and programming committees. One of the group's goals is to grow its membership. House thanked library staff for advocating for Friends by explaining to the public what the group does. The McNaughton collection has provided great publicity for the Friends. The Board approved \$9000 in discretionary funds to go to the following: Director's Discretionary Fund \$3000 and \$1000 each to Technical Services, Reference, Circulation, Children's, Young Adults, and Volunteer Appreciation. These monies are used for items the City does not normally fund. The Friends have between \$40,000-\$50,000 with which to assist the Library this year.

**Foundation Report** Foundation Director Paula Beswick mentioned that six (6) new members have been added to the Foundation Board bringing it to a total of seventeen (17). New members include: Tony Renslow, Sarabeth Rees, Crystal Ehli, Linda Phillips, Bill Stoddart, and Scott Carpenter.

A Joint Advocacy Committee has been formed and members include: Gary Bishop, Library Trustee Chair Ron Farmer; Bruce McLeod; Loren Action; BPL Director Susan Gregory and other community members. The Bookmobile Committee has also been formed with members including: Christopher Meyers, Chair; Beswick; Cindy Christin; Lois Dissly; Kate Holloway; Susan Gregory; Leslie McCleary, and other community members. Beswick recently meet with Chaucer Silverson of the Bozeman Sculpture Park. As a member of the Gallatin Art Crossing Board, she is hoping to assist in merging the two groups. Beswick and Gregory attended a very exciting American Library Association (ALA) Conference in Philadelphia where they had an opportunity to meet with Strategic Plan consultant, Peter Pearson. Pearson was impressed with the implementation and progress made by the Bozeman Public Library, Friends, and Foundation and is using them as a model library for his consulting firm, Library Strategies, of St. Paul, MN. Gregory attended ALA Council meetings as the Chapter Representative for Montana. ALA will meet next in Las Vegas June 27-29, 2014, and board members are encouraged to attend. Paula

will be attending a conference in Seattle March 11<sup>th</sup> – 13<sup>th</sup> where she will tour a *Makerspace*, the Seattle Arts Council, Seattle Public Library, and Seattle Sculpture Park. Upcoming Foundation events include *Noon Notes*, March 3<sup>rd</sup>; *Friday Forum* and *Art Reception* for Mary Keefer both on March 14<sup>th</sup>; *Art Crossing Lecture* March 11<sup>th</sup>; and the *Cornerstone Celebration* April 12<sup>th</sup>.

**Adjournment** There being no further business, Chair Farmer adjourned the meeting at 5:14pm.