

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

**Attendance** Present: Board Chair Ron Farmer; Trustees Judy Mathre, Jacki McGuire, Jennifer Pawlak, John Gallagher; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Cindy Christin, Mary Jo Stanislaw, Terri Dood, Lois Dissly; BPL Foundation Director Paula Beswick; City Superintendent of Facilities James Goehring; Mayor and Library Liaison Jeff Krauss; Friends Secretary Priscilla Dolan; and President of Bozeman Sculpture Park Chaucer Silverson.

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

**Approval of the Minutes** Trustee Judy Mathre moved that the minutes from the February 26, 2014 meeting be approved. Trustee John Gallagher seconded the motion. The Board voted unanimously to approve the minutes.

**Public Comment** There was none.

**Correspondence** BPL Director Susan Gregory shared correspondence from Library patrons. A patron asked about Alice Ridenour's tree in front of the building, dedicated to her for her 20+ years of volunteer service. The tree is in bad shape and the patron has submitted multiple suggestions that the Library do something about it. A child wrote that she would like a toy unicorn in the children's play area. A librarian from St. Paul complimented the Library and said she loves visiting it. A patron asked why the disabled parking is so far from the front door. Another patron said that the Library is the "best intellectual resource we have in Montana and beyond" and that the staff is "very smart." Another person requested that the Library create more parking, especially with the Harrington construction taking up spaces. A patron suggested that the Library consider opening at 9:00 am because people are always waiting to get in when it opens. Gregory acknowledged that this is true and that patrons also ask for the Library to be open later at night. Board members discussed what time the earliest staff members arrive and if opening earlier is feasible. Gregory stated that expanding library hours is a goal and has been a topic of discussion, but with the implementation of the strategic plan this year, the staff asked to wait a year to make that change. Expanded library hours were not a part of the most recent budget request, but the Library will address this issue in the next year.

**Director's and Staff Report** BPL Director Susan Gregory stated that 75% of the budget year has lapsed and the Library is currently at 33.34% of its budget, and that the door count for February was 29,063. Gregory attended the Broad Valley Federation Annual Retreat in Butte where there were presentations on databases, library funding and strategic planning concepts presented by Montana State library staff. Gregory shared copies of BPL's new strategic plan brochure. She attended the State Library's Network Advisory Council in Helena. Gregory is on the board of the Network Advisory Council, which is an appointed position. A group of ten people, including Gregory, State Librarian Jennie Stapp, and Sarah McHugh talked about different funding priorities for FY 2015. Several people talked about the growing Makerspace movement in libraries. Gregory emphasized that libraries around the country are incorporating creative spaces and they are becoming an expectation of libraries by the public. Gregory stated that librarian Beth Boyson is President of the Montana State Library Association (MLA) this year, and she will preside over the Annual MLA Conference in Billings April 9<sup>th</sup>-12<sup>th</sup>. Gregory has been working with Paula Beswick, BPL Foundation Director, and Mary Jo Stanislaw's strategic planning committee on access. With the help of architect Rob Pertzborn, they are working to reassess space usage from when the Library opened to now, to see if there is any space that has been overlooked, and if there

are redesigns the Library could do without great expense. Construction continues on the Harrington building, and the crane is gone as of today. The Library has had two weeks of limited parking and unhappy patrons. Gregory expressed thanks to the City of Bozeman personnel and Parking officers who assisted during congested periods. The annual "Poetry Live" program is coming up on April 7<sup>th</sup>. Co-sponsored by Montana State University's Renne Library and BPL, it involves local people and students reading poems by a favorite poet or poems they have written. Gregory distributed the BPL 2013-2017 Strategic Plan brochure and explained that the primary five goals on the brochure came from community visioning sessions, and that the staff is a big part of their implementation. Each of the Library department heads were asked to chair a committee under each goal heading, and staff was asked to choose which committee they were most interested in working with. The input from Library staff will be invaluable in creating work plans for each goal.

Mary Jo Stanislaw, Head of Circulation, introduced new circulation staff member Emma Keefe, who comes from California and has an MLIS from San Jose State University. She will be taking Library Board minutes going forward. She will work 30 hours a week. Stanislaw reported on her Access committee, which has been assessing staff and patron space needs within the building. They met with architect Rob Pertzborn to start to discuss what can be changed. Some concerns going forward are providing space for the Makerspace program, providing more meeting spaces for patrons, as well as analyzing staff space needs, especially the Foundation and new staff.

Lois Dissly, Head of Technical and Automated Services, announced two new staff members: Dan Heisler, a former math teacher who lives in Manhattan, and Trevor Gahl, from Great Falls, who is working on a computer science engineering degree at MSU. Both work 15 hours a week in the Library's Computer Services Department; they assist Library patrons with their technology needs and troubleshoot problems with both computer software and hardware.

Terri Dood, Head of Reference and Adult Services, reported on her strategic planning committee. The committee has eight members, and they have divided their efforts into two parts: Makerspace programming and Library support for Bozeman economic development. Makerspace programming will start in May, with some workshops being taught by staff and some by community volunteers. The steering committee for the Bozeman economic development plan consists of Brit Fontenot, Bill Stoddart, Doug Fletcher, and Chris Naumann, as well as staff members. This committee met for the first time on Monday to talk about what the Library could do for new businesses.

Lois Dissly reported on her Marketing and Public Awareness committee's progress. One of the first action items is asking for a 20 hour-a-week marketing position, possibly to be shared with the City, for which a draft job description has been written. The committee is investigating institutions similar to BPL to see what they are doing in terms of marketing. Some upcoming projects include submitting advertising to the City's website, a Library website redesign, and street signage.

Gregory reported on Cindy Christin's group on Early Literacy, which has developed a pilot program to go to daycare facilities and do story times with underserved groups. Paula Beswick added that Christin met with a group of Bozeman school librarians about opening up school libraries a few days during the summer for BPL outreach programs. Christin's group is also working on a plan for the northeast area outside the Library, which will include creating a children's garden. Beswick is in the process of acquiring a locally-crafted ping pong table and concrete chess set for the outdoor area.

Library Foundation Director Paula Beswick gave an update on her committee, Partnerships and Collaborations. The committee is evaluating existing partnerships and working on new ideas, such as providing organizations that serve people in need with information kits that would direct them to the library's services. She also mentioned the upcoming staff/Board event to introduce new Foundation Board members to Library staff and the Library Board of Trustees.

Cindy Christin, Head of Children's Services reported on her trip to the Public Library Association Meeting in Indianapolis. She presented on *Every Child Ready to Read* and *Early Learning Environments*. She attended many early literacy workshops, as well as a Makerspace workshop. Christin was particularly inspired by the keynote speaker, Bryan Stevenson, founder of Equal Justice Initiative, who spoke about the prison system and how important it is for libraries to make sure that the poor and vulnerable in the community understand that the Library is for them. Christin emphasized the importance of continuing education and networking for librarians. She hopes that all staff members who are interested can continue to attend professional conferences and training opportunities. Gregory agreed and reminded the Library department heads to work with their staff to encourage CE attendance.

Lois Dissly, Head of Technical and Automated Services announced the new BPL application for smart phones and tablets. The app should make the databases more accessible. It is currently on Google Apps and will be on iTunes soon.

**City Report** Mayor Jeff Krauss announced that dates have been set for policy meetings for the non-discrimination ordinance. They will take place the last Monday in April and the second Monday in May. He recapped highlights of his speech on the state of the City, in which he awarded Bozeman a B+, and described it as distinctive among university towns and high outdoor amenity towns, because it is also a working town and it has room to grow.

**City Superintendent of Facilities Report** James Goehrung spoke about the Harrington construction that has impacted library parking for the last few weeks. Use of a crane meant that parking needed to be blocked off, and some vehicles were parked in areas that blocked emergency access. He stated that any time in the future when there is a similar encroachment on public land, a formal contract will be involved. The Harrington owners have agreed to take care of any damage to pavement that can be observed once the snow melts. His team is also working on solutions to puddles in the parking lot. A master gardening crew from the MSU campus has some landscaping proposals for the April Library Board of Trustees meeting. The City is also working with McKinstry, a firm that assesses buildings for energy improvements and can help BPL reduce its carbon footprint. Trustee Pawlak asked for an update about the pedestrian walkway study that had been discussed at an earlier meeting. Director Susan Gregory answered that Brit Fontenot, Director of Economic Development, is working with the Planning Department, and that she will contact Wendy Thomas for an update and see if she can attend the April meeting.

Jennifer Pawlak asked about free libraries and whether BPL is interested in them. Members discussed whether this can be folded into bookmobile efforts, whether gift books would be used, and if circulation statistics are important in this case. There is currently a free library up Brackett Creek.

**Foundation Report** Library Foundation Director Paula Beswick reported that the Foundation is moving forward with their own Strategic Plan. The first meeting with the Advocacy group and the first Bookmobile Planning committee meetings have taken place. Beswick traveled to Seattle to attend a summit on Makerspace, and came back with ideas about incorporating STEAM (Science, Technology, Engineering, Art/Aesthetics, and Math) into Makerspace programs. The Shakespeare-themed Annual Cornerstone event is scheduled for April 12<sup>th</sup>, and will include music, entertainment, food and drink. Other Shakespeare-related events in the month of April will include Songs and Sonnets by Shakespeare on April 9<sup>th</sup> and Shakespeare Readings on April 23<sup>rd</sup>. Two pages of an original manuscript of *Macbeth* from 1623 will be on display in the Library starting at the end of the week, on loan from the American Computer Museum of Bozeman. An orientation for six new Foundation Board members will be held in the Library on March 27<sup>th</sup>, followed by a 'meet and greet' in the staff room for Friends, trustees, Board members and staff. The Montana Chamber Music Society is taking over the management of the monthly Noon Notes at the Library program, with the Library remaining a co-sponsor. Beswick is working with public schools on a grant to provide bus service for underserved areas so that children in those areas can attend the program.

**Items for Discussion/Action** President of Bozeman Sculpture Park Chaucer Silverson presented a license agreement with Bozeman Sculpture Park, subject to Library Board approval. Trustee Jackie McGuire asked about who provides insurance and Silverson stated that the City has a bailment agreement with the artists, and artists will need to insure their own work, or sign off to acknowledge that BPL does not provide liability insurance for their work in the Sculpture Park. Susan Gregory asked if new works need to wait to be installed, and Silverson said new works can be installed right away.

**Action** Trustee John Gallagher moved to approve the license agreement. Trustee Judy Mathre seconded.

**Friends Report** Friends Secretary Priscilla Dolan reported that the March book sale was a success. The sale brought in \$14,000, despite fewer boxes of books being brought out for the sale than last fall. Memberships brought in \$1,325, collectibles \$1,375, and books \$11,261. Customers had positive feedback about the quality and condition of the books for sale. Dolan stated that the Friends are contemplating keeping statistics on the sale. High value collectible items are being sold by the Friends on eBay, where they can reach a national audience and get the best price. A first edition of James and the Giant Peach recently sold for \$300. The Friends continue to work on refining their policies, and hope to have a handbook available soon. Chaucer Silverson asked about what happens to the remaining books after the sale, and Dolan replied that a bookseller purchases everything that remains for a lump sum. None of the remaining books are kept for the next sale.

**Adjournment** There being no further business, Chair Ron Farmer adjourned the meeting at 5:39 pm.