

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Board Room
Wednesday, January 17th, 2018
Minutes

Attendance Board Chair Judy Mathre; Trustees John Gallagher, Jennifer Pawlak, Ken Spencer, Ron Price; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Mary Jo Stanislaw, Lois Dissly, Kit Stephenson; Administrative Assistant Lauranna Cossins; Bozeman Public Library Foundation Director Janay Johnson; City Commissioner I-Ho Pomeroy.

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

Approval of the Minutes Trustee Pawlak moved to approve the minutes from the December 13th, 2017 meeting. Trustee Gallagher seconded. The Board voted unanimously to approve the minutes.

Strategic Plan Susan Gregory shared an outline of the output from the Library's strategic planning session in October. She explained that the consultants, Peter Pearson and Sue Hall of Library Strategies, compiled the 2018-2020 Strategic Plan draft from the flip charts where participants documented ideas during the October 26th community visioning session. She said the plan for the next three years has been distilled into four goals: physical space and growth, increased use of technology, attracting demographic groups to the Library that are underrepresented and creating forums for civil public discourse, and increasing the number of outreach opportunities and community partners. Gregory noted that there was a strong desire from participants for a Library presence on the west side of Bozeman. She added that getting out into the community will remain a priority for the Library. Gregory discussed the proposed project to convert the former Yellowstone Public Radio room (within the Community Room) to a "Library Community Partners" office where police and social services can meet with individuals. BPL will continue to ask the City for funding for a public relations/marketing position, as stipulated in the Strategic Plan.

Trustees Pawlak and Price asked about wording in the plan singling out Millennials as the only underrepresented demographic to be targeted. Gregory and the Board decided to change the language to "Millennials and other underrepresented groups." The Board discussed collecting data on the demographics of Library users, as well as efforts to get younger people involved in the Library Foundation. Janay Johnson explained that the Foundation is working on a marketing plan that focuses on segmented audiences, and while younger people are a part of this plan, they will not be the main focus of fundraising efforts. The Board discussed a few areas of confusing or overly specific wording and suggested changes.

Trustee Mathre asked about the Plan's mention of public forums for social issues discussion. Gregory spoke about the Commonwealth Club in San Francisco as an example, where there is a discussion between a host and a speaker, and a live feedback session involving the audience. Kit Stephenson said the Library is exploring different ideas in this realm. For instance, Billings Public Library has a forum with a topic and four guests with different views. Gregory said that the community has shown an interest in these kinds of interactive discussions, and the Library is

a natural choice to host and facilitate because of its neutrality on issues and expectations of civil behavior. Gregory and Stephenson said the Library has formed a committee of citizens and staff to plan these events. Trustee Price suggested the Strategic Plan language specifically reflect that this discussion series is a partnership with the community, and not solely a Library-driven program. The Board discussed the possibility of live streaming the event and recording the audio. Gregory suggested the wording in the plan say that the Library will ‘invite and facilitate dialogue on current issues and topics.’ The Board agreed.

Policy Review Susan Gregory explained that on the old version of the Library’s website, there was a section entitled ‘General Policies’ which contained information that is 30 years old. Much of this is covered in specific policies laid out on the new site, such as the gift policy and the behavior policy. The Board and staff agreed to not include these outdated policies on the new website.

Correspondence Susan Gregory shared correspondence from the community. A patron would like to have the ability to put funds for Library fines on a library card, just as one can load funds for printing. Another patron misses the genre labels on fiction books. Someone wanted the Library to put up a picture of the current Montana poet laureate. There was a complaint about noise in the quiet area, and a suggestion to post signs instructing patrons to stay quiet. Gregory received an email from American Libraries magazine saying that the March/April issue will feature a picture of BPL’s Bookmobile. Gregory shared that she wrote to Montana’s representatives in Congress in support of net neutrality, and both wrote back acknowledging her concerns.

Director and Staff Reports Susan Gregory reported that Scott McMahan from City IT will be coming to the Library on Friday to do a walkthrough with the security camera vendor to ensure that cameras will be installed in the correct locations. She said that the Library is at the top of the priority list for this project.

Gregory and Kit Stephenson met with Captain Peter Oliver from the Bozeman Salvation Army and discussed the ongoing issue the Library faces in the winter with patrons who come to the Library to warm up and are sometimes unwashed and have very bad personal hygiene. The smell is particularly bad in the lobby before the Library opens. Gregory said that both Police Chief Steve Crawford as well as Oliver recommended closing the lobby in the morning before open hours, and assured them that there are other places for these patrons to get out of the cold, including staying at the Salvation Army longer in the mornings. Gregory said that starting February 1st, the lobby will open at 9:30am instead of 8:00am. The lobby will open earlier to allow participants in if there are early morning meetings, but the official stated open time will be 9:30 to discourage the aforementioned problem. The lobby has had up to 40 people milling around before opening for more than an hour, which has brought behavior problems, too. Peter Oliver will help communicate this message to people at the Salvation Army.

Lois Dissly mentioned that the Library has been locking the family restroom, which has helped keep it much cleaner. Some problems may have shifted to the other public restrooms, as the Library has received some complaints. Dissly also said that the new policy of scheduling meeting rooms to close by 8pm has not been met with resistance so far.

Kit Stephenson reported that she and Jason Greenwald have put together five drop-in sessions to learn about the new Lynda.com service available through the Library. Gregory noted that Greenwald was on the KBZK news talking about this recently. He spoke about the Library's new 3D printer, and Tinkercad classes that it plans to offer in the Library Lab. Stephenson said the Library has purchased six sewing machines, and will offer two beginning sewing classes in February. The Library will host Community Connect on January 27th, where homeless patrons and community members in need can visit representatives from different social services organizations, get a haircut, a massage, and connect with other resources. That same week, the Library will participate in the national survey of homeless people.

Foundation Report Janay Johnson reported that the Foundation just completed the budgeting process, where it earmarked \$312,000 in support to the Library this year. \$100,000 of this is for the construction of the labyrinth (\$27,000 was raised in donations and someone gave a \$75,000 guarantee, both specifically earmarked for the labyrinth). Another private gift of \$15,000 will go to teen services, which will go towards purchasing Chrome Books, some furniture, and possibly bringing a popular YA author for a speaking event. There are also funds for the civic dialogue series, Yellowstone month in September, and purchasing the Red Whirly sculpture from the artist so that it will stay on Library grounds (the cost of which will be split with the Friends of the Library). \$19,000 has been budgeted for construction of a door from the former Yellowstone National Radio room to the lobby for the Community Partners project, and related expenses. The Foundation has three new board members starting in February, two of whom have experience planning fundraisers for organizations in Bozeman. The next Library Gala date is set for October 13th at Riverside Country Club. The Foundation will advertise for a part-time marketing and communications position, specifically to do Foundation work, soon.

Adjournment There being no further business, Board Chair Mathre adjourned the meeting at 5:16pm