

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Board Room
Wednesday, March 21st, 2018
Minutes

Attendance Board Chair Judy Mathre; Trustees John Gallagher, Jennifer Pawlak, Ken Spencer; Bozeman Public Library (BPL) Director Susan Gregory; Bozeman Public Library (BPL) Department Heads Kit Stephenson, Jason Greenwald; Administrative Assistant Lauranna Cossins; Friends of the Library President Stewart Mohr; City Commissioner Terry Cunningham; BPL Foundation Director Janay Johnson, Community Member David Kingman.

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

Approval of the Minutes Trustee Spencer pointed out a typo in the date. Trustee Gallagher moved to approve the corrected minutes from the February 21st, 2018 meeting. Trustee Pawlak seconded. The Board voted unanimously to approve the minutes.

Early Closing of Library Susan Gregory reported that the Montana Library Association Annual Conference is being held in Bozeman this year, and that BPL is hosting a welcome reception for the Conference on Wednesday, April 11th. The Library is seeking permission to close at 5pm instead of 8pm that day in order to accommodate the reception.

Action Trustee Gallagher moved to approve the early closing. Trustee Pawlak seconded. The Board voted unanimously to approve the early closure.

Correspondence Susan Gregory shared correspondence from the community. A patron asked about the Library's plans for Earth Day. Someone requested a better collection of hiking maps. A patron was unhappy about an encounter with a volunteer at the used book sale. Someone commented that the printers and copiers were not printing well. Someone objected to the signs indicating preferred parking for hybrid vehicles, and the Board discussed how this signage is a requirement for a LEED building. Someone wrote to say that Jason Greenwald is a marvelous asset to the Library. A patron made a little clay sculpture for the Library Circulation Dept. staff, and another person wrote a poem in salute to BPL.

The Board discussed some recent incidents involving the police in the Library. Trustee Pawlak asked if staff can carry mace, and Gregory said there are some potential legal issues with mace, and nothing for self-defense is currently issued to the staff. Gregory said that security cameras have been installed, and staff member Josh Andrews can provide any footage that is needed.

Labyrinth Update David Kingman reported that he is working with local landscaping and design firms to revise the design of the labyrinth that is to be built at the south end of the Library grounds. The new design is that of a healing garden, with berms to make the space more protected/private, seating areas, spots for memorial benches, and a reflexology path. This design also moves the labyrinth itself to the middle of the space so it is not as close to the neighbors. He would like to come back to the Library Board with a formal plan for review and approval at the next Board meeting.

Board Chair Mathre asked about irrigation. Kingman said there is potential to create irrigation for that area. Susan Gregory asked about mowing. Kingman said that one concept is to have a sandstone walkway with grass in between, allowing the whole structure to be easily mown. The Board discussed the mowing issue some more. Kingman noted that there is money raised to build the labyrinth and do some landscaping. Trustee Gallagher asked if there will be an agreement between the City and Kingman to preserve the labyrinth once it is constructed. Kingman said that it is the City's property and he is willing to take the risk of building the labyrinth with no guarantees that it will be there forever. He also said most of the neighbors are in favor of the project.

Director and Staff Report Susan Gregory reported that the Montana Library Association Conference will be held in Bozeman on April 11th-14th. On April 17th she will go with other librarians from Gallatin County to present an annual report to Gallatin County Commissioners. She reported on the most recent City Directors Team meeting and said that the FY19 Budget is in process with no details available yet.

Board Chair Mathre asked about whether the new communications hire at the City will be shared with the Library. Gregory said that the Library, as a City department, will be able to have access to this person. Trustee Pawlak asked for an update on the parking lot project. Gregory said that the City is working with prospective engineering firms on RFP's and plans to get this underway this summer.

Jason Greenwald shared information about Lynda.com usage. There were 58 users in December, 177 in January, and 314 in February. Greenwald and staff have worked on marketing and outreach efforts in the community to promote this service.

Kit Stephenson reported that the Library's seed exchange is this weekend, which will coincide with the March for Our Lives rally, which will take place in front of the Library. She said she worked with Brit Fontenot in City Economic Development to create a position for an AmeriCorps VISTA to work on jumpstarting a business center at the Library, and to start a podcast with interviews with local entrepreneurs.

Trustee Mathre asked about the new door from the Community Room to the lobby and Gregory replied that architect Rob Pertzborn is getting a second bid for the construction. When completed, this will allow separate access from the lobby to a space for social service staff and other community partners.

City Report City Commissioner Terry Cunningham reported that Mayor Andrus gave a State of the City address. He said the City Strategic Plan is available on the City website, and will probably be pared down as the City starts allocating funds. The commissioners passed a new version of the Bozeman Unified Development Code, which includes emergency/transitional housing provisions. He said that there are concerns about the Streamline bus transfer station being used as a gathering place rather than a transfer place. He remarked that the Library's FY19 Budget presentation went very well.

Friends of the Library Report Friends of the Library President Stewart Mohr reported that the Friends are hosting a function at the Montana Library Association Conference next month. The Friends are in good financial shape, and are taking funding requests from the Library.

Communication between the Friends and the BPL Foundation is improving, and the Friends/Foundation bridge committee meeting is this Friday.

Foundation Report Janay Johnson reported that the Foundation mailed an appeal letter on Monday not just to people on the Foundation list but to individuals on the Friends list as well. She said that the Friends and Foundation are joining forces for Give Big Bozeman this year to simplify messaging. The Library Gala will be held on October 13th and will honor Loren Acton. The theme is Starry Starry Night. The Foundation is close to hiring a marketing and communications position. It has put out a request for proposals for investment management services for its assets, which are currently at about \$3.8 million.

Adjournment There being no further business, Board Chair Mathre adjourned the meeting at 5:09pm.