

**Bozeman Public Library Board of Trustees Regular Meeting**  
**Bozeman Public Library—Board Room**  
**Wednesday, April 18<sup>th</sup>, 2018**  
**Minutes**

**Attendance** Board Chair Judy Mathre; Trustees John Gallagher, Jennifer Pawlak; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Kit Stephenson, Jason Greenwald, Mary Jo Stanislao, Lois Dissly; Administrative Assistant Lauranna Cossins; Volunteer Coordinator Andrea Davis; Friends of the Library President Stewart Mohr; **City Commissioner Terry Cunningham**; BPL Foundation Director Janay Johnson, community members David Kingman and Kathy Ball; Bozeman Deputy Mayor Chris Mehl; Shara Kees from DHM Design.

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

**Approval of the Minutes** Trustee Gallagher moved to approve the minutes from the March 21<sup>st</sup>, 2018 meeting. Trustee Pawlak seconded. The Board voted unanimously to approve the minutes.

**Foundation Report** Janay Johnson reported that the Foundation received a \$60,000 grant from the Kendeda fund, which will be used to construct the door from the lobby to the former Yellowstone Public Radio room for the new Library Partners project. It is also being used to fund the first year of a marketing and communications manager. Dawn Hobson started in this position last week. The grant will also help launch BPL's civic dialogue series, to be called Symbozium.

Johnson and Sarah DeOpsomer recently returned from an Association of Fundraising Professionals conference in New Orleans. They got ideas about how to better communicate with donors, make the request, and how to report back.

**Labyrinth Update** David Kingman introduced Shara Kees, from DHM Design, who is consulting on the labyrinth design. Kingman explained that they have decided to move the labyrinth away from the property lines a little bit, and put berms a few feet high around it. The path will be constructed from Montana sandstone, and cobblestones will come from Butte. Landscapers will plant Creeping Thyme, which requires very little maintenance.

This new plan is much more sculptured than the plan the Board approved last year. There are opportunities for memorial benches. Kingman hopes to include a permanent sign (about 36"x48") explaining what the labyrinth is. Kees added that they are envisioning the berms on the backside of the labyrinth mimicking the character of Peet's Hill. They will include native grass, shrubs 6-8 feet tall, and boulders marking the north, south, east and west. A second phase of the project could include a reflexology path and other features.

Kingman added that a license agreement with the City may be the best option for use of the land to create the labyrinth. Trustee Pawlak asked what is the formal name of the labyrinth, and Kingman said it will be called the Bozeman Public Library Labyrinth and Healing Garden. Trustee Gallagher asked about the size. Kingman said the design is approximately 120 feet in

diameter. Chris Mehl asked about maintenance, and Susan Gregory replied that the City will mow the area, and that the labyrinth is designed to be low maintenance. Board Chair Mathre asked about irrigation. Kees said that the area will probably need to be irrigated for the first few seasons until everything is established.

Kathy Ball, a neighbor, raised a few concerns. She said she has observed many homeless people loitering in this area, and worries that the labyrinth will create more seclusion for people to sleep and loiter. Gregory said that it is a concern of the Library's as well, and mentioned adding lighting to the area. Ball said she thinks a better solution would be to not have benches and landscaping that conceals people loitering there after dark.

**Action** Trustee Pawlak moved to approve the labyrinth plan. Trustee Gallagher seconded. The Board voted unanimously to approve the plan.

**Volunteer Update** Volunteer Coordinator Andrea Davis shared some statistics from BPL's volunteer program. She said there are 75 active volunteers at the Library. She is working on getting the special delivery program back up and running. Trustee Pawlak asked about background checks for volunteers. Davis said that all adult volunteers undergo a background check before they can volunteer. The annual volunteer appreciation brunch will take place Wednesday, May 9<sup>th</sup> at 8:30am, and will include live music from Edis Kittrell.

**Correspondence** Susan Gregory shared correspondence from the community. Someone wanted the Library to let its patrons know about Book TV. Someone else suggested a section of books themed around titles you saw at the airport but didn't buy. There were two notes that complimented the Library: one as an organization and the other for its cleanliness. A patron requested more computer classes. Another patron thanked Josh Andrews for helping with a job application. There was a drawing from a child. A patron thanked Sarah Normandeau and all staff who handle interlibrary loans. A patron was upset that the janitor was using bleach in the bathroom.

**Director and Staff Report** Susan Gregory reported that there are two firms who are putting together request for proposal packets for the City to work on the parking lot. She said she is talking to the City about different options for keeping the lot for Library users and not those who work nearby or are using the trail system and parks. The Board discussed the parking situation downtown and the possibility of building a parking garage for the Library.

The March for Our Lives took place last month and concluded at the Library. About 1,000 people attended. Janay Johnson, Kit Stephenson and Cindy Henson represented the Library at the Bozeman Schools Foundation spelling bee. They made it to the semifinals. Staff taking part in High Performing Organizations (HPO) training are doing volunteer projects as a team building activity. Gregory and Mary Jo Stanislaw's group recently cleaned the Warming Center shelter.

Gregory reported that Library staff did an excellent job hosting the Montana Library Association conference in April. She attended the Gallatin County Commission meeting yesterday, where she reported to the Commissioners about the Bookmobile and other Library-related issues. The Commissioners had a lot of positive feedback for the Library and thanked the staff for their outreach with the Bookmobile, in particular.

Gregory said that BPL has made arrangements with a landscaping company to do spring and fall cleanups of the Library flower beds and grounds. The Library will get a separate bid to get large planters and plant colorful flowers for the summer around the front plaza.

Lois Dissly reported that she and Mary Jo Stanislaw went to the Public Library Association conference in Philadelphia, and that she is looking for new scheduling software for the meeting rooms. She said a decision will be made by the end of May.

Kit Stephenson reported that the Reference staff is doing programming for National Poetry Month, including a workshop about making journals from old books. Stephenson has been elected to the Montana Library2Go executive committee, which will work on a new cost share formula. She said the seed library is going well, and that the Bozeman Daily Chronicle erroneously left out BPL in an article about seed libraries.

Jason Greenwald reported that BPL was awarded the Montana State Library Commission's Excellent Library Service Award for 2018.

**City Report** Chris Mehl reported that Saturday is Bozeman Cleanup Day, part of which will take place at the Library. The City's strategic plan was approved on Monday, and includes a call for future Library expansion to meet the needs of a growing community.

**Friends of the Library Report** Friends of the Library President Stewart Mohr reported that the Friends:

- approved money for One Book One Bozeman to get the planning process underway for the Fall program

- are planning for the June Book Sale

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