

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Board Room
Wednesday, June 20th, 2018
Minutes

Attendance Board Chair Judy Mathre; Trustees John Gallagher, Jennifer Pawlak, Ron Price, Ken Spencer; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Kit Stephenson, Mary Jo Stanislaw, Lois Dissly; Administrative Assistant Lauranna Cossins; Friends of the Library President Stewart Mohr; City Commissioner Terry Cunningham; BPL Foundation Director Janay Johnson; Mayor Cindy Andrus, Assistant City Attorney Karen Stambaugh.

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

Honoring Judy Mathre Mayor Andrus came to express her and the City's gratitude for Board Chair Mathre's service on the Library Board of Trustees, as this is Mathre's last Board meeting. She cited Mathre's long membership in the League of Women Voters, her service on the City Commission from 1980-1988, and the fact that she was the first woman mayor of Bozeman (1986-1987). Mathre has shelved books as a volunteer at the Library for many years, and served two five-year terms on the Board. Andrus emphasized that the community appreciates all the work Mathre has done.

Miscellaneous Business Board Chair Mathre passed around the FY19 budget form from the County pledging \$700,000 to the Library for the next year for Board members to sign.

Approval of the Minutes Trustee Gallagher moved to approve the minutes from the May 16th, 2018 meeting. Trustee Pawlak seconded. The Board voted unanimously to approve the amended minutes.

New City Communications Coordinator Melody Mileur Mileur introduced herself and explained that the main goal of her position, as part of the City's strategic plan, is to improve the information that the City is putting out to the public and to increase community engagement. She is seeking to create new opportunities for people to engage with the City via social media and working with media representatives. She said she met with Susan Gregory to talk about what is going on at the Library, and what things the Library has identified as needing to be communicated to the public.

Coffee Shop Lease Karen Stambaugh from the City Attorney's office brought hard copies of the provision added to the lease by the Friends of the Library. She said the provision is more explicit about the obligation of payment after the termination of the lease. Trustee Pawlak asked when the transfer is happening, and Stewart Mohr replied that the lease termination will be signed on Friday, June 22nd. The new owner is moving to Bozeman from Tucson.

Trustee Pawlak asked if the rent will be the same amount. Mohr said that the rent, commission for books sold in the coffee shop, and the term of the lease are all the same as in the existing lease. Stambaugh said that they amended the current lease to add language about tax payments,

and possibly a change about how much shelf space is allotted to the Friends of the Library to sell books.

Trustee Gallagher asked if there is a concern about losing tenants, as this will be the fourth tenant since the new Library opened in 2006. He said he expected to see the rent decreased. Mohr said that the coffee shop makes up a third of the Friends' revenue, and though the Friends do not see themselves as responsible for coaching the tenants about how to run a business, they are willing to offer support and ideas.

Action Trustee Price moved to authorize the termination and change in lease schedule for later this month. Trustee Spencer seconded. The Board voted unanimously to authorize the termination and change in lease schedule.

Holiday Schedule Susan Gregory noted that there is an election day in November this year (which is a paid holiday for staff), and that the Library would like permission to close on Indigenous People's Day (Monday, October 8th) for a staff training day.

Action All Trustees voted in favor to approve the holiday schedule for FY2019.

Correspondence Susan Gregory shared correspondence from the community. A patron in the Children's department would like staff to be happy. A patron asked the Library to close the door to the Children's library in order to reduce noise. Someone would like shorter checkout periods for new DVD releases. Someone else would like the free magazine bins to be organized. A patron asked for more bike racks. The Board discussed the placement of the current bike racks, and brought up that bike rack improvements can be done in conjunction with parking lot improvements. A patron requested more children's playaways. A visitor from Billings said they enjoyed the summer children's programs. A longtime Bozeman resident commended a staff member for treating a patron with kindness. Trustee Pawlak said that someone on a Bozeman listserv was upset that there was Roundup being sprayed on Library grounds by the contracted landscaper, but was very pleased with Susan Gregory's response.

Director and Staff Report Susan Gregory thanked the Foundation for funding the new planters and flowers in front of the building. They have been submitted for a Bozeman beautification award. She said that the May 26th indecent exposure incident at the Library had been handled well by staff, and spun in a positive, proactive light by the local news. Gregory and Kit Stephenson went to the City Commission meeting on June 11th, and there were no Library budget questions from the Commission other than about where the Library's request for a 20-hour per week marketing position went. Gregory said that she understands that Human Resources will put this position into next year's staffing plan.

Gregory said that Monday is the final FY19 Budget approval by the City Commission. Gregory and Stephenson will be in New Orleans for the American Library Association Annual Conference, but Lois Dissly and Cindy Christin plan to attend. She said that Jason Greenwald, head of Computer Services, has taken a school librarian position in Washington state. His last day at the Library will be sometime this summer.

Kit Stephenson said that the Bookmobile is in full summer swing. A stop at Valley West had 75 people visit the Bookmobile in one hour. It has been making stops at the Tuesday Farmers' Market in Bogert Park for the first time this summer, and has been very busy. Trustee Pawlak

asked how people are notified when the Bookmobile is not running, and Stephenson said the sites are called, and the BPL website and Facebook page are updated.

Friends of the Library Report Friends of the Library President Stewart Mohr reported that the June book sale is this weekend. The Friends are in good shape with the budget, and are eager to take requests for funding from the Library. The Friends just funded the Great American Read program (which Kit Stephenson explained involves buying extra copies of titles in the program, creating a social media campaign, and hosting a quiet reading program in the Library on Saturdays). Janay Johnson and Mohr are working on the Heebs Market barbeque fundraiser, set for August 10th.

Foundation Report Janay Johnson invited all Board members to a free campaign consulting Q&A with a consultant from Campaigncounsel.org (a firm that did capital campaigns for the Billings and Missoula libraries). She said the talk will cover campaign readiness, how to get community input on needs and articulate those needs, and thinking about how BPL can move forward with its own future campaign.

Adjournment There being no further business, Board Chair Mathre adjourned the meeting at 4:50pm.