

**Bozeman Public Library Board of Trustees Regular Meeting**  
**Bozeman Public Library—Board Room**  
**Wednesday, June 19th, 2019**  
**Minutes**

**Attendance** Board Chair John Gallagher; Trustees Kelley Dowdell, Jennifer Pawlak; Bozeman Public Library (BPL) Director Susan Gregory; Administrative Assistant Lauranna Cossins; Bozeman Public Library Foundation Director Janay Johnson; City Commissioner Terry Cunningham.

**Call to Order** The meeting was called to order by Board Chair Gallagher at 4:02pm.

**Approval of the Minutes** Pawlak noted that the Library Gala is taking place on September 28th, not September 15th, as was written in the minutes.

**Action** Trustee Pawlak moved to approve the May 15th 2019 minutes as amended. Trustee Dowdell seconded. The Board voted unanimously to approve the minutes.

**Holiday Schedule** Susan Gregory said that she would like to move Staff Day to November (Veteran's Day) from October (Indigenous People's Day). The Library would be closed for this day-long staff training event. There is a conflict with a Montana Library Association workshop that several staff will attend on the October date.

**Action** Trustee Pawlak moved to approve the change. Board Chair Gallagher seconded. The Board voted unanimously to approve the change.

**Correspondence** Someone wrote to say BPL is fantastic. Someone else was impressed with the cleanliness of the Library. A patron requested that a fan be turned on in the elevator as it stinks. A person reported that a sculpture outside the building is broken (it has been broken for a long time and the artist and Library are aware). Someone said the new self-checkout machines are not working for scanning library cards. A patron said the Library should not use plastic bags. Someone said they appreciate it when librarians smile and say hello. A patron commented that the parking lot area needed weeding. Susan said that the City General Fund is tight this year and that the Library had requested funds for FY20 landscaping but we weren't yet sure of what we will get in the final budget. Maintaining the landscaping beds around the building is not in the scope of the City mowing contract. Susan commented that the junipers planted about the parking lot and the building haven't done well this year; some had damage from snowplows and most of the junipers have weeds that are difficult to get rid of.

**Director and Staff Report** Susan Gregory reported that she spoke with Facilities Manager Mike Gray about the parking lot and emphasized that the improvements need to happen this summer, as the Library has been waiting four years. Gray said the City has contacted contractors but that it is still waiting on a review from City engineers. The Library will work with the City administration on going fine free this winter. There will still be a charge for lost or damaged materials. Gregory said she, John Gallagher and Stephenson met with the principal for Bozeman's new Gallatin High School to discuss having a BPL presence in the school's library. The next step will be to meet with the school library librarians. Gregory shared that BPL won the American Library Association Baker & Taylor Innovative Programming award for its SymBozium series which will be awarded by United for Libraries at the annual ALA Summer Conference in Washington, D.C.

**City Report** Terry Cunningham reported that the budget will be finalized on Monday, June 24th.

**Foundation Report** Janay Johnson reported that Sarah DeOpsomer is leaving the Foundation. Johnson said she may shift the staffing around a bit, and has someone in mind to hire. Johnson said that the Foundation board voted with Susan Gregory's approval to contract with Comma-Q architecture for \$4,900 to revise and focus the Library's RFQ for the site study. This will produce better results and more exact pricing. Comma-Q will survey the steering committee, plus an additional 20-30 stakeholders over email to assist with this process. Johnson said she hopes this phase of the project will be completed in the next few months.

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