

**Bozeman Public Library Board of Trustees Regular Meeting**  
**Bozeman Public Library—Board Room**  
**Wednesday, May 19, 2016**  
**Minutes**

**Attendance** Board Chair Ron Farmer; Trustees Judy Mathre, Jennifer Pawlak, John Gallagher, Ron Price; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Mary Jo Stanislao, Kit Stephenson, Jason Greenwald and Library staff Lauranna Cossins

**Call to Order** The meeting was called to order by Board Chair Ron Farmer at 4:01pm

**Approval of the Minutes** Trustee Pawlak moved to approve the minutes from the April 20th, 2016 Board meeting. Trustee Mathre seconded. The Board voted unanimously to approve the minutes.

**Governance Policy** The Board discussed the Library's Governance Policy. Trustee Mathre suggested making the section on public participation its own policy. Board Chair Ron Farmer noted that the by-laws should be changed to reflect the 3-minute limit for public participation. The Board discussed where the Library Board meeting agenda should be posted in order to meet requirements. Trustee Price drafted language to reflect that the agenda will be posted publicly and online.

**Action** Trustee Price moved to accept the revised Governance Policy. Trustee Gallagher seconded. The Board voted unanimously to accept the revised Governance Policy.

**Gallatin County FY2016-2017 Budget Capital Request** Library Director Susan Gregory presented a request for \$35,000 from the county's capital fund for the bookmobile. Gregory explained that Gallatin County capital funds can be used for one-time projects, but cannot go toward ongoing expenses such as bookmobile maintenance or its endowment. Trustee Mathre asked if \$35,000 is enough, and Foundation Director Paula Beswick replied that that is the amount previously agreed upon by the Library and the county, and she would like to start with this amount in the request. Trustee Pawlak asked if the later delivery date for the bookmobile will impact the personnel request, and Beswick replied that the Library plans to hire bookmobile staff approximately 90 days in advance of the delivery of the vehicle. Gregory explained how this payment will reach the Foundation (the County would pay the City and the City would pay the vendor) and the Trustees signed the request.

**Correspondence** BPL Director Susan Gregory shared correspondence from the community. Three patrons wrote to say they were unhappy with the reorganization of the fiction section (the Library recently merged all fiction genres into one general fiction area), particularly that the science fiction section was no longer easy to browse. Kit Stephenson said that she was working

on providing readers' advisory services and resources for science fiction readers both in the Library and on the Library website. A patron commented that the Library app is not working. Two patrons were concerned that the free paperback section is shrinking. Gregory suggested that more paperbacks can be pulled from donations to go to this section. A patron requested a list of books about soccer. Another patron thanked the Library for the new rolling adjustable chairs. A library user was happy to receive help at the Computer Services desk. There were complaints about Library printers not working and copies being too expensive. There was a request to make the bookmobile available to an assisted living center. There was a fair amount of feedback about the new reading chairs the Library purchased. A few people did not like the fact that the new chairs do not have a headrest. Gregory explained that the new chairs were chosen with comfort but also ease of cleaning in mind. In the past, patrons have complained that the higher-backed chairs were dirty and smelled like cigarette smoke. A patron sent multiple copies of a letter asking that the Library accommodate her disability by replacing a couch upstairs. Gregory said that the plan is to purchase a few more pieces of furniture that would accommodate patrons of different size and needs later this summer; one of these could be a small bench or different kind of seating that might fit this patron's need.

**Director's Report** Susan Gregory reported that with 17 percent of the fiscal year left, 16.2 percent of the budget remains. There were more than 36,000 visits to the Library in April. The police presence in the Library does not seem to have negatively affected the door count, and there have been no complaints about the increased police presence from patrons yet. There have been no disruptive incidents in the Library since the Bozeman Police Department moved into a small office upstairs in April. Gregory said that the City has asked its departments to make cuts to their budgets due to an extremely tight budget year. The Library had asked for two bookmobile librarian positions, but only one was covered in the City Manager's Proposed FY17 Budget. The Library may need to make further cuts to its budget to carve out a second full-time position for the bookmobile, since the bookmobile will need both of these positions in order to operate. The Board discussed how to advocate on behalf of the Library for this second bookmobile position.

Trustee Pawlak asked about an update on the parking lot. Gregory said that she has met with the new Facilities manager, and the parking lot update is on his to-do list. Gregory also said that there is no update about the ADA compliance complaint to the Library at this time. Pawlak asked if the Library had a cost estimate for the realignment of walls. Gregory said they do not yet. An architect working with the Library has suggested grouping this project in with others because it is hard to find contractors to do a small job at the moment.

**Staff Reports** Kit Stephenson reported that slightly more than 100 people attended a seed exchange on Saturday. She partnered with Black Robin Farm to create an event where people could come to trade seeds and plants, and exchange information on seed saving. Stephenson is getting ready to start a seed library at BPL next year. Gregory reported that the Friends of the

Library gave Jason Greenwald \$45,000 to revamp the computer lab and make it into a creative/technology space. He had made a presentation to Friends and they were thrilled with his plan. Gregory and the Board talked about the success of the Library Journal Design Institute which was held at the Library May 5<sup>th</sup> and 6<sup>th</sup> by five members of the NYC-based journal's team; 90 participants came from all over Montana, the U.S. and two places in Canada.

**Foundation** Library Foundation Director Paula Beswick reported that the first Blunderbuss Science and Maker's Fair happened at the Baxter Hotel last month. Despite technical glitches, the Foundation raised almost \$3,000 through Give Big Gallatin Valley. One Book One Bozeman will be promoted on screens at the airport baggage claim area this year. The last Wonderlust Friday Forum of the season took place on May 13<sup>th</sup>. The Foundation is sending an appeal letter in June to its full list of subscribers. On July 27<sup>th</sup>, there will be a carnival on the south Library grounds with music and food put on by the Library Foundation, Gallatin Art Crossing, Gallatin Valley Land Trust, the Bozeman Police Department and the Bozeman Fire Department. Bands for the Library's summer concert series are booked.

**Adjournment** There being no further business, Board Chair Ron Farmer adjourned the meeting at 5:33pm.