

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Board Room
Wednesday, November 16th, 2016
Minutes

Attendance Board Chair Judy Mathre; Vice Chair John Gallagher; Trustees Ron Price, Ken Spencer; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Lois Dissly, Mary Jo Stanislao, Jason Greenwald, Kit Stephenson; Administrative Assistant Lauranna Cossins; City Commissioner and Library Liaison I-Ho Pomeroy; Friends of the Library President Pam Henley; City Manager Chris Kukulski.

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

Public Comment: Proposal for a Labyrinth at the Library Bozeman resident David Kingman gave a presentation on labyrinths and made a case for why he thinks the Library grounds would be a perfect place to build one. He explained that they are an ancient symbol seen across many cultures, and they are different from mazes – they are a combination of a circle and a spiral that creates a meandering but purposeful path. He said that labyrinths are used worldwide as a way to quiet the mind, reduce stress, and meditate. Kingman said that labyrinths come in many shapes and forms, but generally cost between \$20,000 and \$120,000 to build. Kingman would be interested in coordinating fundraising and construction for such a project.

Approval of the Minutes Trustee Gallagher moved to approve the minutes from the October 19th, 2016 Board meeting. Board Chair Mathre seconded. The Board voted unanimously to approve the minutes.

Depreciation Fund Request BPL Director Susan Gregory updated the Board on changes made to the Library's FY18 Depreciation Fund capital improvements request. She received an estimate from a local vendor of \$230,000 for new carpeting for the public areas of both floors of the Library. This work will probably be done in the next few years. She said the computer lab expansion was removed from the request, since that was already covered in the item about reconfiguring existing building space. Task chairs for staff and the public are in the request, along with two new self-check kiosks (one more for downstairs and one for upstairs). \$30,000 is allocated for parking lot improvements (which will join the \$50,000 allocated last year, and \$10,000 contributed from the Downtown Bozeman TIF). The Board discussed Gallatin County contributions to the Library and the need to set priorities for the Depreciation Fund, as it is not being replenished at the same rate as it once was.

Action Trustee Price moved to approve the FY18 Library Depreciation Fund request. Trustee Gallagher seconded. The Board voted unanimously to approve the request.

Lost Materials Policy Mary Jo Stanislao explained that BPL has been charging standard prices based on item types when patrons pay to replace lost or damaged items. Patrons are charged a flat fee for all items within a certain type (e.g. adult non-fiction, children's DVDs) plus a \$5 processing fee. Patrons have also been given the option to purchase the item from a seller and bring the replacement copy and a \$5 processing fee to the Library, which can save the patron

money. She explained that the replacement option has been problematic for the Library, sometimes resulting in items that the Library cannot use (e.g. an out of date item that the Library does not want to replace, or a used item not suitable for Library use). Stanislaw explained that in the interest of giving patrons a fair price and saving staff time, she proposes that the Library stop accepting replacements for lost or damaged items, charge patrons the current retail value of the item, and no longer charge a processing fee. This means patrons will pay closer to what the Library paid for the item they are replacing, and the Library will be able to purchase the most suitable replacement.

Action Trustee Gallagher moved to approve the new lost materials replacement policy. Trustee Spencer seconded. The Board voted unanimously to approve the new lost materials replacement policy.

December Board Meeting BPL Director Susan Gregory noted that the next Board meeting is scheduled for December 21st, when many attendees might be out of town due to the holidays. She proposed moving the meeting to December 14th or taking a hiatus, and added that by law, the Board must meet a minimum of eight times per year.

Action Trustee Price moved that the Board schedule a tentative meeting for the 14th that the Board Chair can call if something comes up that needs action before the end of the year. Trustee Gallagher seconded. The Board voted unanimously to meet on the 14th of December if there are items that need to be taken care of before the end of the year.

Correspondence Gregory shared correspondence from the community. A patron was unhappy that the Library was open on Veteran's Day, and closed on Election Day and suggested that the reverse be considered.

Director and Staff Reports Gregory said that Jason Greenwald and Lauranna Cossins are working on providing comparative statistics for the Library so that the Board can see the changes in door count and other statistics year by year. Two candidates have been selected from a pool of applicants to interview for the vacant Library Foundation Director position. Gregory will be on the interview panel; no date has been set yet. The 10th Anniversary of the "New Library building" was a success and was attended by several hundred people, including Library architect Mark Headley and Yellowstone Forever CEO Heather White. Lois Dissly invited the Board to try out the new self-check kiosks.

Friends of the Library Report Friends of the Library President Pam Henley reported that the fall book sale made over \$14,000. The Friends have recently contributed \$3,000 to keep the Most Wanted collection going, \$15,000 to the bookmobile, and they split the cost of the new logo design with the Foundation. The Friends are planning their annual meeting in January or February, and will try to coordinate the meeting with a tour of the new bookmobile. 5% of Friends books sold at Lindley Perk will go to the coffee shop. The Friends Board did not meet in November and will meet again on December 6th.

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

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