

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Staff/Board Room
Wednesday, August 19th, 2015
Minutes

Attendance Present: Trustees Judy Mathre, Jennifer Pawlak, Ron Price; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Lois Dissly, MaryJo Stanislaw, Cindy Christin; BPL Reference Staff Beth Boyson; City Superintendent of Facilities James Goehring; City Facilities Staff Sid Bush and Lonnie Wirtz; Library Foundation Director Paula Beswick; Friends of the Library President Sharyn Anhalt; City Manager Chris Kukulski; Library Patron Galen Brokaw.

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

Approval of the Minutes Trustee Pawlak moved that the minutes from July 15th, 2015 meeting be approved. Trustee Price seconded. BPL Director Susan Gregory shared an email written to former BPL Trustee Jacki McGuire from former BPL employee Mary Ann Childs, which requested a correction to the July minutes. Childs wanted to specify that she had suggested that the Library have at least one department head work each evening shift – not that there be more staff in the evenings. Gregory and the Board discussed how to enact a formal correction to the minutes, and decided that someone would contact Childs to see if she would like to propose a formal correction of the minutes, and that the approval of the July minutes would be tabled until the next Board meeting.

Action Trustee Pawlak moved to table approval of the July minutes to the next Board meeting. Trustee Price seconded. The Board voted unanimously to table the approval of the July minutes until the next Board meeting.

Internet Access Policy BPL Director Susan Gregory reported that after listening to Library patron Galen Brokaw's concerns at the last Board meeting, she has met with the Library department heads to discuss a possible change to the Internet access policy. The Board asked Gregory and the department heads to look at the American Library Association's policies on Internet access, as well as the policies of a range of Libraries within and outside of Montana. Gregory reported that her group found that some Libraries use Internet filters to block certain sites, and some do not. The department heads felt strongly that any new policies should not be limited to laptop use, but applied to computer use in general, and that the larger issue is the right of parents to control what their children have access to at the Library.

Gregory said that her group found that the Great Falls Library's policy is most in line with what BPL would like its policy to be. At the Great Falls Library, parents may opt out of allowing their children (18 and under) to access the Internet when they sign up for a library card. Brokaw

commented that it would be preferable to have parents opt in to allowing Internet access for their children, not opt out, since children 12 and over can theoretically get library cards without their parents. The Board discussed whether children under 16 without driver's licenses do in practice get cards without parents present (if, for instance, they have student IDs), as well as the significance of 12 years old being the age at which children can get cards without a parent being present. The Board discussed whether every child under 18 should be required to have a parent sign in order to get a Library card, and what the implications of this kind of policy would be (including how to notify patrons when they turn 18 that they can now access the Internet). Gregory noted that this is the beginning of a discussion of an issue that is complex because of the many ways it could impact a large group of BPL's patrons. Trustee Mathre proposed that the Board review the new draft policy based on the Great Falls Library's policy, and continue this discussion at the next Board meeting.

Pay Increase for Non-MPEA Part-Time Staff BPL Director Susan Gregory reported that the Montana Public Employee Association (MPEA) contract negotiations had just wrapped up this week, and that the Board usually looks at the pay raises that are negotiated through MPEA and applies them to non-MPEA part-time staff, which account for 18 members of BPL's staff. The raise negotiated by MPEA is an increase of 10-16%, which will be implemented in phases. Trustee Mathre asked if the funding for the increase is in the Library budget. City Manager Chris Kukulski said that the negotiated raise was included in the budget.

Action Trustee Pawlak moved to approve the pay raise for non-MPEA part-time staff. Trustee Price seconded. The Board voted unanimously to approve the pay raise.

TIF Board Presentation BPL Director Susan Gregory reported that she, Library Foundation Director Paula Beswick and Trustee Pawlak attended Bozeman's Downtown Tax Increment Finance board meeting yesterday. Gregory and Beswick presented on BPL's traffic study and proposed phases of parking lot improvements. BPL will find out next month if the TIF board will approve funding for this project. Cindy Christin asked when the project will begin if funding is approved, and Beswick replied that it will likely begin next spring. Lonnie Wirtz asked if drainage issues will be addressed if only phase one is implemented, and Beswick replied that drainage was brought up in the presentation as an important piece of the project. Wirtz said that he will begin to price aprons, which would allow water to flow into drains in the dog bone areas of the parking lot, addressing the flooding and ice problems in the parking lot in winter.

Correspondence BPL Director Susan Gregory shared correspondence from the community. A few patrons thanked Jared Kamp and the Computer Services staff for the services they provide. A patron pointed out that staff should not eat at their desks, since patrons are not allowed to eat in the Library. Another patron requested that the Library designate the section of parking closest to the Library as 2-hour parking to discourage people from using the parking lot all day and for non-Library-related activities. The Board discussed what spaces are already marked as time-

limited, and Trustee Price noted that a 2-hour parking enforcement would require a code change. A patron expressed appreciation for the Library's large type selection.

Staff and Director's Report BPL Director Susan Gregory reported that changes to the pedestrian walkway between 212 S Wallace and the Library are on hold pending the completion of Library parking lot improvements. Trustee Pawlak asked about whether snow removal for the walkway had been settled between the building owners and the City, and James Goehring said that it had. Gregory said that the Library's behavior policy is still at the City Attorney's office, and that the Bozeman Sculpture Park license agreement is complete and signed by all parties. She welcomed new Trustee Ron Price, who has been appointed to the Board for a five-year term. Gregory reported on a community bookmobile meeting that took place on July 30th, and was attended by representatives from the City and Bozeman schools. At the community meeting and at a meeting at the bus barn, Gregory and Library Foundation Director Paula Beswick discussed specifications for the bookmobile, including fueling (diesel vs. propane), where to house the vehicle, and other logistics. At this moment, the funds are in place to purchase the vehicle, while the Foundation continues to fundraise for the vehicle's endowment. The Library and Foundation hope to have the bookmobile rolling by next summer.

Gregory noted that the Library participated in the Sweet Pea Parade earlier this month. She said that the Library has hired a replacement for retired Head of Reference and Adult Services Terri Dood. Kit Stephenson comes to BPL from the Delta County Libraries in Colorado and has experience in various capacities there and at the Nashville Public Library. She will start in early September. The Annual Reception and Fundraiser for the Gallatin Art Crossing will be held August 20th from 6-8pm in the sculpture park. Gregory has a meeting tomorrow with Gallatin County Finance Director Ed Blackman and representatives from other Gallatin County libraries.

Children's Services Supervisor Cindy Christin reported that BPL will be participating in the nationwide Outside the Lines program (September 13th- 18th), which seeks to reconnect people with their libraries. BPL staff members will be going to local breweries to hand out coasters, promote an upcoming concert and start conversations with people about the Library. Christin is involved with Bozeman's Pecha Kucha program as well, and encouraged those attending the Board meeting to consider making a presentation at a future event to get the word out about City projects.

City Report City Manager Chris Kukulski reported that the MPEA contract was approved by the City. He explained that the City does a market analysis every three years to make sure Bozeman is at the midpoint of competing cities when it comes to City employee salaries. He also announced that while it initially appeared that Bozeman's taxable value would drop by 8% this year, the actual data shows that its value will drop by only 1.5%. The August 31st City Commission meeting will set mill levies for FY16. Kukulski reminded the Library that the bookmobile will need to be included in the capital improvement plan this year, and discussed with the Board the idea of using a staffing analysis to determine how to operate the Library at

peak capacity. Trustee Pawlak asked if the City has done this kind of analysis for other departments, and Kukulski said that in the past the fire and police departments have hired experts in those fields to help determine staffing needs. Cindy Christin noted that it would be interesting to also look at how other libraries are staffed compared to BPL.

Friends of the Library Friends President Sharyn Anhalt reported that the Friends' July book sale raised over \$14,000. She noted that timing the summer sale with Bozeman's Crazy Days has been successful the last few years. Coffee shop book sales have been brisk: normally book sales bring in about \$900-1,000 per month in revenue for the Friends, but for the last three months they have brought in over \$2,000 per month. Volunteers are taking a new approach to displaying books, the Friends were allotted more shelf space with the new coffee shop lease, and they have focused on selling higher value books, such as coffee table books. At the July meeting, the Friends awarded \$5,000 to start the Children's leveled reading program. The Friends have asked Jason Greenwald if he needs anything now that his position is full-time, and will award money to Computer Services in September.

Foundation Report Library Foundation Director Paula Beswick noted that she and Jason Greenwald are working on developing a pilot program for computer classes for seniors at the Aspen Pointe community. She shared four 30-second film spots that the Foundation sponsored to promote the Library at the Bozeman Airport's 14 screens, featuring music programming, public art, Library programs, and a general spot about BPL. She said that BPL also partnered with Montana State University to create a short video to promote the One Book One Bozeman convocation event, which will air on local TV.

Beswick touched on various upcoming One Book One Bozeman events, including the Friends book club discussion on September 9th, the WWAMI Friday Forum on stem cells and research on September 11th, a panel on business, legal and medical ethics of cell research on September 21st, and a book group meeting at Aspen Pointe. Beswick met with the Bozeman Daily Chronicle, which will publish an op-ed before MSU's convocation, encouraging the community to read *The Immortal Life of Henrietta Lacks*.

Beswick also reported that the Heebs barbeque was last Friday and raised about \$1,000 for the Library. September 11th is the Library's next art reception, and will feature photographs by Jelani Mahiri. There will be one more Jazz and More program this season on August 24th, and the next bookmobile meeting is scheduled for September 2nd. September 12th is Cinema Circus West, a children's program that features a circus on the front lawn of the Library and a showing of film shorts.

The Foundation also is sponsoring *Coffee with a Cop* on September 17th, where community members can have an informal conversation with a Bozeman police officer. The Foundation hopes to have the door from the Yellowstone Public Radio booth to the lobby be either completed or announced by that date. The Foundation is paying an architect to create this

doorway to connect the booth directly to the lobby. The booth is being converted into a satellite office for Bozeman police and volunteers. Trustee Price suggested designating a parking spot for emergency vehicles which officers could use while at the Library.

Adjournment There being no further business, Trustee Mathre adjourned the meeting at 5:47pm.