

Bozeman Public Library Board of Trustees Regular Meeting
Bozeman Public Library—Staff/Board Room
Wednesday, January 21st, 2015
Minutes

Attendance Present: Board Chair Ron Farmer; Trustees Jacki McGuire, Jennifer Pawlak, Judy Mathre, John Gallagher; Bozeman Public Library (BPL) Director Susan Gregory; BPL Department Heads Terri Dood, Lois Dissly and MaryJo Stanislao; Library Foundation Director Paula Beswick; Superintendent of Facilities James Goehring; Mayor and Library Liaison Jeff Krauss; Friends President David House

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

Approval of the Minutes Trustee Pawlak moved that the minutes from the December 16, 2014 meeting be approved. Trustee Mathre seconded. The Board voted unanimously to approve the minutes.

Traffic Study Update BPL Director Susan Gregory reported that the Library parking lot traffic study update will be postponed until the February board meeting. She added that the Harrington building owners would like to meet about the pedestrian walkway after they see the results of the traffic study. They will be invited to the February board meeting.

Correspondence BPL Director Susan Gregory shared correspondence from Library patrons. A patron wrote to the Library to express concern about being sent to collections for an overdue item. Staff was able to work with the patron to come to a solution. Another patron wrote to say that the library is an ‘infinite source of happiness.’ Another comment card simply had a drawing of a heart on it.

Director’s Report BPL Director Susan Gregory reported on Library stats for the month of December. There were 28,880 visitors, 2,294 express computer sessions, and 1,967 lab computer sessions. With 42% of the fiscal year remaining, 51.37% of budget is left. Gregory attended the City Manager’s Annual Retreat for the Directors’ Team December 17th-18th at the new water treatment facility meeting room. She also attended the meeting for the City of Bozeman and local legislators at City Hall on December 20th to discuss 2015 legislative priorities and issues that impact local government. Mayor Krauss explained potential local option gas and resort taxes that were discussed there.

Former Library Board of Trustees member and longtime Library supporter George Cole’s memorial ‘Celebration of Life’ was held at the Library on December 20th. Library Foundation Director Paula Beswick worked with George’s family to put on the event, which was attended by more than two hundred of Cole’s friends and family from all over the country. Trustee Pawlak asked about whether the Library would consider renting out its rooms for private parties of a

similar nature in the future, and the Board discussed some of the logistics involved therein. The Library was also honored to host a memorial celebration for longtime Library volunteer Ray Becquet in the Library community room on January 5th. Ray was a devoted Books & Babies volunteer, and Cindy Christin and her staff worked with Ray's family and organized a special Books & Babies party to honor Ray.

Cindy Christin, Beth Boyson and Gregory went to the Montana Library Association Legislative Day meetings and reception at the State Library in Helena on January 15th. They spoke with legislators about library issues and thanked them for the 2013 increase in state aid from ten cents to 40 cents per capita. The state library plans to lobby for the permanence of this increase in the 2016 legislative session.

Beswick and Gregory will attend the American Library Association (ALA) Midwinter Conference in Chicago from January 29th-February 3rd. Gregory is on two committees that will convene there, and also represents the Montana State Library Association on the ALA Council. Beswick is on two committees for United for Libraries.

Staff Report Terri Dood reported that she, Lois Dissly and MaryJo Stanislaio attended a library reception at Montana State University, where they were able to tour the library in its new configuration. Stanislaio added that they have utilized their existing space well, creating more group study space. Dood also reported that BPL's Montana Room has new blinds and carpeting.

MaryJo Stanislaio reported on her trip to the Mountain Plains Library Association (MPLA) in Scottsdale, AZ, in November. She attended a workshop put on by staff at the Farmington, NM Library, which emphasized using existing library space to host makerspace programming (rather than building an addition), and relying on donations, recycled materials, and community knowledge to create a thriving program. She also attended workshops on customer service, how to fire employees, and email etiquette, among other topics. She spoke with vendors and returned with literature about new self-checkout and Playaway technologies.

Lois Dissly also attended MPLA, and attended a workshop called "We're Librarians, Not Cops" from which a takeaway was to 'be prepared, not paranoid' when it comes to aggressive patron behavior or illegal incidents. When the staff is prepared for these situations, they are more confident and capable. It is also important to build relationships with community partners such as the police, the fire department, and mental illness professionals. The workshop highlighted how to be a good witness, and Dissly hopes to have a similar workshop in the future for BPL staff. She attended workshops about consumer health information for library staff (which focused on core competencies for people providing health care information), library volunteers, and marketing, and took away many ideas and concepts that she looks forward to implementing at BPL.

City Report Mayor and Library Liaison Jeff Krauss reported that the City Commissioners will be announcing City goals at the end of the month. He spoke on some of the current construction projects going on around town and about the 0% effective vacancy rate in Bozeman, which will hopefully be mitigated by several multi-family housing units that will be available soon. Krauss noted that stormwater management will be a central issue in the coming year.

Friends of the Library Report Friends President David House reported on year-end numbers. In 2014, the Friends awarded \$30,633 to the Library, with funds going to Teen Services, Tech Services, Reference, marketing and promotion, the makerspace program, general support, the Most Wanted program, book club kits, Children's Services, and Circulation. The Most Wanted program, which began in June of 2013, started out with 58 books and saw 113 checkouts in its first month. In December 2014, there were 266 books available and 749 checkouts. Book sales at the coffee shop generate about \$1,000 a month for the Friends or \$12,431 in 2014. In 2014, the Friends received over a thousand boxes worth of book donations, with 381 boxes of books made available at the most recent sale.

The Friends' annual meeting will be held on Thursday, January 29th. Restated articles will go before members for approval, and new board members and officers will be elected. The requested coffee shop insurance documents have been provided to the city attorney for review, and the coffee shop lease is up later this year. There is a memorandum of understanding between the Library Trustees and the Friends regarding the coffee shop lease, specifying that income from the lease is assigned to the Friends of the Library (totaling \$9,600 per year).

Foundation Report Library Foundation Director Paula Beswick reported that she is working with the City and other parties to investigate increasing the electricity supply to the outside of the Library for outdoor events. Currently generators are used for events that require a certain threshold of electricity. The Foundation Board has a potential treasurer candidate, and three new Board candidates to replace trustees who are leaving or are at the end of their terms. March 27th is the planned date for the retreat for the Foundation, Library, and Friends boards, along with Library department heads. The parties will meet from 3-5pm, and then board members as well as City and County Commissioners, local legislators, and City directors will be invited to a reception where they will be able to talk to staff at various stations about different Library functions and programs, and enjoy food and drink once the Library closes.

On February 25th, Ale Works will host A Moveable Feast, the bookmobile fundraising kickoff event. The restaurant is planning a Caribbean themed menu, and representatives from two breweries will provide beer, with pairings to specific dishes. Bozeman Spirits Distillery will have a special drink available for a \$10 donation. Tickets are \$40 and include all food and beer. There will be two seatings, one at 5:30 and one at 7:30. Various Hemingways (Eddie, Valerie,

Patrick and Carol) will be in attendance, and the Country Bookshelf will have their books available for purchase and signing, with 20% of proceeds going to the Library.

Beswick is leading two United for Libraries division programs at ALA this year; one on board development, and another on marketing. She is on the ballot for the United for Libraries national board. The Foundation is accepting art submission for 2016 gallery shows from now through April 30th. Cornerstone award nominations can be submitted now through March. The theme for this year's Cornerstone event on April 18th is Italian food/culture and wine tasting, and will include readings from Italian literature and lots of wine. Beswick and Susan Gregory have received approval to write a guest column for the Chronicle to promote the Library. Doug Weber from Mammoth Marketing is working on disseminating a marketing survey, with a special focus on non-library-users, and is receiving a good response rate. He will soon begin interviewing staff who work on marketing efforts.

Adjournment There being no further business, Board Chair Ron Farmer adjourned the meeting at 5:47pm.