

Missoula Public Library
BOARD OF TRUSTEES MEETING
August 9, 2006
9:00 A.M. Branch Visit

ORDER The meeting was called to order by Becky Mosbacher

ROLL CALL Members present were: Becky Mosbacher, Christine Prescott, Kate Jackson, John Brown, Neal Leathers, and Honore Bray, Library Director and Board Secretary.
Others present, Claire Morton, Assistant Director and Sue Stone, Seeley Branch Library

MINUTES Minutes of the July 19th meeting were approved as submitted. Motion by Kate Jackson, 2nd John Brown.

CITIZENS COMMENTS No citizens present. Comments brought forth in Condon by Fern
-need for one more public access computer during the summer and a place to put it
-The board asked for solicitation of names of individuals from the Condon area to represent the branch libraries on the board.
-Fern said the local board in Condon takes care of building issues.

STATISTICS Sue Stone explained how the public library computers were set up for use in the Seeley Library and that during summer hours all the school computers are open to the public also. This attributes to the number of users during open summer hours compared to winter hours. Christine Prescott thanked Sue for keeping up to date statistics that reflect what the usage of the public portion of the library are.

CLAIMS Claims were approved as submitted. Motion by Neal Leathers, 2nd Kate Jackson.

DIRECTOR'S REPORT

-Discipline for Public Sector Employees in Montana was an all day workshop paid for by the county and presented by the MT Department of Labor, Steve Johnson from the Co. HR Dept and a Professor from the U of M Law School.
-NCIP Project is moving forward, participants have signed OCLC contracts and resource sharing should start in Sept.
-Conference call for Courier services in the state took place with some of the NCIP members and a State Library representatives. There are some options out there that offer some promising possibilities.

OLD BUSINESS

ALTERNATE BOARD MEMBER – Becky explained that Adrian Dussault had contacted her concerning the open position on the board. She was inquiring as to see if the board wanted the notice to appear in the paper again because no interest was shown by the public. Neither Becky or Honore saw the notice so Becky will call the Missoulian and see if they will please run the notice so the position can be filled.

CHRISTINE PRESCOTT – has accepted a Page position with the library so her Board position may be opened. Honore will look into the legality of an employee

being a board member. If it is not possible then there will be another vacancy which will be appointed by the City not the County.

ELECTION RESULTS – tabled for next meeting

LONG RANGE PLAN – tabled for next meeting and Honore will email the plan out to members again.

COMPUTER LAB AND CONSULTANT- The lab should be completed by the end of September at which time the computers will move from the main floor and the new space will become available. Honore would like to take a group of employees to Richmond Canada to observe a successful roving librarian and bookstore model library. The fee for the day of consulting is \$1500.00 and the staff will be able to visit with Richland staff about the concerns they have and find out how they proceeded with the change. Christine Prescott made a motion to provide up to \$5200.00 for staff to go to Richland for a day of consulting. Neal Leathers 2nd the motion. Kate Jackson cautioned that the size and make up of the library and the community may have a bearing on the outcome of the project and wondered if there was something in the US that would be a better match. The motion passed with one abstention.

REMODEL – Sheet rock is in place and taping is started. Chairs for the lab are ordered and everything seems to be on schedule. The parking lot resurface starts today and should be completed in three days.

Other Old Business-

FRIENDS BOOKSTORE – Kate just visited Anacortes WA where the library has a bookstore that is very successful. The space where Jim's office is now will be held for 6 months so the Friends have time to decide on a bookstore. Christine pointed out that Medford OR also has a very successful bookstore in the library and John added that Palm Springs Library has the same.

NEW BUSINESS

SUE STONE REPORT – Sue reported that Katrina Stout is the new School Librarian in Seeley Lake and she is looking forward to working with her.

-Sue has a safety concern with one public access computer that is adjacent to the school computers. It is not an issue in the summer but when school classes are using the lab she is concerned about the public being mixed with the students. The board recommended that the computer be moved to sit next to the other three public access computers and that she include a procedure that the public not approach the school computers during school hours. Honore will talk with Jim about making this move.

-Seeley Summer Reading Program has good attendance and prizes are donated

-Sue shared some new ideas for the future and a possibility of working more hours when her children have graduated. She would like to have a reader of the week in the newspaper and get more visibility for the library.

-Sue will make patrons aware of the board position that is open and encourage participation from the community members. Honore will send the information on the board members position.

FLOATING COLLECTION – The Flathead Valley Library Board has voted to no longer participate in the FC project. The other Partner Libraries are still going to

continue to float and look at possible expansion of the program. Discussion among the MPL Board members was in favor of Floating Collections.

FINAL BUDGET APPROVAL- Honore is still waiting for the figures from the County. Dale is waiting for the final figures from the State.

Policy Review – Honore will make all the little changes to the policy that will bring it up to date with dates, numbers and wording before having new booklets printed.

DRESS CODE POLICY WILL NOW READ - Staff members are expected to dress in a professional manner that will inspire confidence in their ability to perform their job functions. Blue jeans are not permitted except for maintenance staff or on days when the Library is not open to the public. The exception is the last Friday of each month and every Saturday when staff may wear blue jeans. As all employees are in contact with the Library's external and/or internal customers, the Library asks that all employees refrain from wearing excessive fragrance (perfume or lotions). Kate Jackson made the motion to accept the dress code change as suggested by the majority of the staff, Neal Leathers 2nd the motion. Motion carried.

BOARD RECOGNITION- Honore reminded the board to attend the recognition given by the City and County at an Ice Cream Social at the Carousel on August 22, at 7:30 PM. RSVP for the event. Neal asked for a copy of the email to be sent to him as he was not included. Honore will send him a copy.

QUALITY MAINTENANCE- \$175.00 will be added to the monthly charges when the remodel is complete. It is to include windows, floors, surfaces and cleaning of upholstery upon request. Neal Leathers made a motion to authorize the increase of \$175.00 per month, John Brown 2nd the motion. Motion carried.

Other New Business-

ROBERTS RULES: Honore attended the MLA board retreat and Lois Fitzpatrick a certified Parliamentarian reported that small boards do not need a second to a motion. The reason is many motions die before discussion for the lack of a second because of the small number of people involve on the board.

INTERM DIRECTOR AND DIRECTOR REPORT

NEXT MEETING

September 20, 2006 in the Director's Office at 6:30 P.M.

ADJOURNMENT 3:30 P.M.

Respectfully submitted by:

Honore D. Bray, Director

Date

Board representative:

Becky Mosbacher

Date