

Missoula Public Library
BOARD OF TRUSTEES MEETING
December 20, 2005
6:30 P.M.

ORDER The meeting was called to order by Chairman, Bill Towle

ROLL CALL Members present were: Becky Mosbacher, Christine Prescott, Kate Jackson, John Brown and Bill Towle, & Tom Javins
Others present were: Christine Hadlow and Rita Squires from the MPL staff, Claire Morton, Assistant Director and Honore Bray, Director.

STAFF REPORTS

Rita shared pictures from the December 17, Cookie Decorating Program in the large meeting room. This was the 6th year for the program and approximately 100 participants attended.

Rita attended the Fall Workshop, sponsored by the State Library with LSTA funds. She took advantage of the Story time for babies program because it is a program she facilitates at MPL. The MPL program is for children 0-3 and their parents or caregivers. Rita has changed the program at MPL because of the information learned at the workshop, instead of reading several stories she now does Nursery Rhymes for reading readiness and maybe one story. Tiny Tales is a program that takes place four times a week.

Story kits are still available for checkout but don't seem to be as popular as in the past so we are looking at public shelving of some kind so people can see what is available. Rita has created a Library Blog for the Children's Department. She will update it once a week and the public does not have access for comments. Rita wanted to do a webpage for some time but did not have the knowledge so when she attended the Fall Workshop she was taught how to Blog and was able to make that work for the Children's Department. She would like to add a YA Blog down the road.

Christine Hadlow also attended the Fall Workshop and attended the Readers Advisory Workshop presented by Christine Prescott. She enjoyed the workshop and is able to use the handout and information on a daily basis. The Adult Program workshop was not what she really expected. It dealt with controversial issues and programming and not the aspects of programming she was interested in. Collection Development by Mary Bushing was great.

Christine also attended the WALE conference in Washington State. They presented a workshop on safety that shared a number of common sense tips for use at the library. She suggested a Police Department Safety Audit and some training on dealing with scary people. Kate Jackson asked if it dealt with information on people using Meth. Kate suggested a presenter from the Department of Justice that presented at the hospital. She will get the name of the presenter to Honore. Kate felt the information offered by the presenter was helpful and gave specific behaviors to watch for and what to do in the case that you observe those behaviors. She also suggested it may be a public program.

MINUTES Minutes of the November meeting were approved with one correction. Doug Hacker will produce the PSA for the library at no cost to the library. Motion by Becky Mosbacher, second by Kate Jackson.

CITIZENS COMMENTS

None

STATISTICS The stats for InfoTrac are not correct, they are provided directly from the Vendor and Jim has contacted them to find out what the problem is.

Where are the Seeley Lake stats for computer use and ILL?

CLAIMS Accepted for payment. Motion by Becky Mosbacher, second by Christine Prescott
Comments were addressed about the items listed under tools.

OLD BUSINESS

Stairway Railing Tom suggested the railing be added to the downstairs remodel. All agreed that would be a great way to handle it.

Roof replacement Rob has the bids and needs to call and get on the schedule with a company to get it done in July. An assessment will be needed on whether the old roof needs to come off before the new goes on.

Downstairs renovation OZ Architects and Paoli have been in to look at the scope of work for the remodel. They will have bids to us before the next meeting. MMW has not responded at this time. A meeting has been held with Tech Services Staff to get input for workflow.

Mill Levy Honore explained the new language for the levy wording and will email the exact wording from the law to the board. She explained that the wording changed with the Big Bill combined with the mill valuation in Montana being on the decline. The five mills the Library receives by law will always continue to grow (Msla Co. prediction is 3% per year) but unless the governing structure chooses to allow the growth on the voted mills, the value will remain at the value a mill is assessed at the time of the election. The current governing body has been allowing the growth on voted mills. Honore will find information on successful levy campaigns since the new law and contact them for information on their strategies.

Contract for Claire Morton Contract was approved as submitted. Motion by Kate Jackson, second by Becky Mosbacher.

Long Range Plan The board would like the entire plan pulled together so it is not so disjointed. The portion presented so far deals mostly with the internal workings of the library. Honore will locate the other pieces and prepare them for the next meeting.

Branch Libraries County statistics were viewed to determine where branch libraries would be needed. Honore reported that Anne Mary Dussault would like to see a multi-use building built at the Fair Grounds and a branch library as part of that construction. After a great deal of discussion it was decided that population growth does not warrant a branch in that area of town so it would not suit the purpose of a branch library.

Tour of YA Room

Transfer Out At this time money will not be transferred into the trust account. Once the roof and the remodel are complete a more accurate determination can be made.

Other Old Business-

Negotiations – Completed and the staff will receive a \$300 signing bonus per FTE. The HR office was contacted about the possibility of non-union staff receiving a bonus but we did not receive a response.

PSA – Becky expressed concern about the offer on the table from Doug Hacker to produce a PSA for the library. She felt the board needed to be very careful about public perception of the library and especially at the time when we are asking them to vote yes to a mill levy. The board wishes to ask Doug if he would help with the levy campaign and meet with Bill and Barbara after the first of the year. Honore will call Doug.

NEW BUSINESS

ADA Compliance Honore will meet with the County ADA people after Christmas and make a plan for the following years so the board knows what the costs to the library will be.

Food for Fines Staff requested the library do “Food for Fines” again this year. We will do it in conjunction with Valentines day and it will run for one week.

Certification Program Honore has asked the Friends to offer a \$50.00 incentive for staff to participate in the Montana State Library Volunteer Certification Program. The Friends have agreed to provide the incentive. Sue Jackson from the MSL will visit with our staff about the process of certifying and Becky and Christine from the Board will visit about why it is important to MPL for staff to participate.

Other New Business-

DIRECTORS REPORT

Joel Baird from MCAT would like to install a camera system in the large meeting room. Any meeting taking place could be filmed and aired on MCAT for four months. He would like the library to do a weekly show of some type. Karen may be interested for Children’s programming. Once the installation is complete we will advertise and when people sign up for the room they will be asked if they would like to have the meeting filmed, if so Joel will be contacted and they will provide the personnel to do the filming.

Vaun brought it to our attention that the old loud speaker system ran through the old phone system. When the new phone system was installed areas of the library were left with dead spots because there is no phone near by. The bathrooms, tech services and other places in the building can not hear the loud speaker system so if the building needed to be evacuated people who were in those places would not hear the announcement. We will test the building and see where the dead spots are and then need to install some type of speakers. Tom Javins suggested calling Northern Sound about the problem and they have an installer in Missoula.

PRESENTATION Tom Javins thanked Bill Towle for his service on the board for the past six years and for offering to help with the Mill Levy campaign. Bill’s knowledge and wisdom will be missed on the board.

NEXT MEETING January 17th, at 6:30

Respectfully submitted by: _____
Honore D. Bray, Director Date

Board representative: _____
William Towle, Chairman Date