

**Missoula Public Library**  
**BOARD OF TRUSTEES MEETING**  
**June 20, 2007**  
**6:00 P.M.**

- ORDER** The meeting was called to order by Chair Becky Mosbacher
- ROLL CALL** Members present were: Becky Mosbacher, John Brown, Neal Leathers, Rita Henkel, Beth Antonopoulos, and Honore Bray, Director. Not present, Kate Jackson  
**Others Present:** Claire Morton, Assistant Director
- MINUTES** Minutes of the May 16<sup>th</sup> meeting were accepted with the addition of the word (are) in the section on Unique Management, six lines down and between that and overdue. Motion by Neal Leathers
- CITIZENS COMMENTS**  
No one present
- STATISTICS** Accepted as presented
- CLAIMS** Accepted as presented. Motion by Beth Antonopoulos
- DIRECTOR'S REPORT** New date needed to go to the Branches as they won't be there on the chosen date. A Wednesday is preferred by Fern and Sue. July 25<sup>th</sup> will work for everyone present. Meet in the parking lot of the library to carpool to the branches at 9:00 A.M.
- The meeting room has new tables. The old brown pressed wood tables had broken corners and were very difficult for one person to handle on their own. New tables are vinyl and easy to maneuver
- OLD BUSINESS**
- Frenchtown Branch** The meeting with the School Board is still not scheduled. The library will be in a remodel phase during the summer months. It appears fall will be the best time to open the doors to the new adventure. Steve White has been spending a bit of time at MPL and will continue to do so during the summer so he knows the procedures we use for things such as Partners. As soon as the meeting date is set Honore will let everyone know. Becky would like the meeting to happen before school starts.
- Budget** The library budget hearing with the Commission went well. Dale Bickell stated that the library budget is in good shape and he will make the transfer of the (floating money) to cover the building project. Once we know the amount for the redesign, we will amend the preliminary budget to reflect the amount of the project.
- Unique Management** Claire presented answers to questions from the last meeting concerning the debt collection system. After discussion of pros and cons it was decided to participate in the 90 day trial using a materials value of \$50.00 as the amount of an account sent to UM. After assessment of the trial a decision will be made. Discussion took place concerning a change in policy for the age of a child getting a card without the parent's signature. The problem arises when an underage patron has overdue materials and the parents are responsible for the fines. The policy will remain as is at this time. Neal

Leathers made a motion for a 90 trials of Unique Management. Only accounts that are \$50 or more will be sent for collection. Motion carried.

**Redesign Project** Things are moving forward and the committees will begin to present the findings to the PSC committee. When all the information is collected the PSC Committee will present to the board. Discussion took place about where to house the PR/YA person and it was decided to keep the Director's Office and take out the Admin. Asst. office and the YA computer room.

**Other Old Business-**

**NEW BUSINESS**

**Staff Training Day** The library will be closed on July 23<sup>rd</sup> for staff training. Motion made by Beth Antonopulos, motion carried. Any Board Member interested can also attend. The topics will range from a "Life of a Book tour" to Blogs and Social Networking.

**Early Closure on July 3<sup>rd</sup>** The library will close at 6:00 PM on July 3<sup>rd</sup> to stay in line with other holiday closures of the Library. Motion by Beth Antonopulos, motion carried.

**Locks** The library is getting new push button locks that are handicap accessible. The handicap levers that we tried a year ago are not working with the original doorknobs. They cause a part in the knob to wear and the knob then needs replacing. There are several master keys out and we have no idea where they are so for security reasons we were going to re-key the locks. The locksmith said that was foolish because anyone can find a place to get a key copied today. There is no such thing as a key that cannot be copied. The new locks will allow each staff member to have their own code. When staff leaves employment then their code can be removed and new staff codes can be added.

**Bylaws** In looking at the bylaws the board decided to review them and update them at the next meeting.

**Policy for Borrowing** Honore will come to the next meeting with some suggestions on how to limit the items for checkout until the first books have been returned and possibly we have had proof of address through the mail system.

**Director's Evaluation** The board presented Honore with a performance evaluation. A motion was made to change the evaluation date from January to April or May of each year so it is in line with the budget. The motion was made by Neal Leathers, Motion carried. A raise will be decided at a later date.

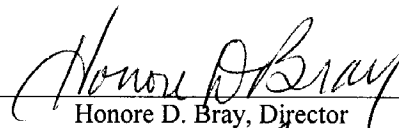
At this time the Board would be responsible for evaluating the Assistant Director since it is a contracted position and not under the county employment agreement. The director has been assigned this duty because the Board members don't feel they see the day-to-day operation and the director does. Motion by Neal, motion carried.

**Other New Business-**

**NEXT MEETING** July 25<sup>th</sup> at the Swan Valley Library. Meet in the parking lot of MPL at 9:00 AM for carpooling. Meeting will take place in Condon and a tour of the Seeley Lake Branch will follow.

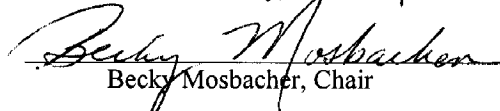
**ADJOURNMENT**

Respectfully submitted by:

  
Honore D. Bray, Director

7-25-07  
Date

Board representative:

  
Becky Mosbacher, Chair

7/25/07  
Date