

Missoula Public Library
BOARD OF TRUSTEES MEETING
February 24, 2021
6:00
ZOOM online meeting

ORDER The meeting was called to order at 6:00 by Chair, Audra Loyal

ROLL CALL Members present were: Audra Loyal, Margaret Wafstet, Becky Mosbacher, Forrest Boughner, Carol Wolfe and Honore Bray.

OTHERS PRESENT: Jon Sears – ae design, Karl Olson – MPL Foundation, Desiree Funston – MFPE Union Rep., Citizens - Kathleen Bartlett, Barbara Theroux, Bev, Young-citizen, Tom Javins, Library Partners – Jessica Hebert- spectrUM Discovery Area, Hannah Zuraff – Families First Learning Lab, Dr. Rachael Severson – UM Living Lab, Staff members: Sarah Velk, Pam Carlton, Selya Avila, Will Klaczynski, Max Hill, Sue Stone, Bradin Farnworth, Crystal Kobayashi, Elizabeth Jonkel, Selya Avila, Lyndy Parke, Joleen Jin, Kirk Vriesman, Ira Sather-Olson, Teresa Clark, Amanda Allpress,

CITIZEN COMMENTS ON ANYTHING NOT INCLUDED ON THE AGENDA
None

MINUTES – January 2021, meeting – Becky Mosbacher made a motion to accept the Minutes as presented. Carol Wolfe, second the motion. Motion carried.
CITIZENS COMMENTS – None

CLAIMS – January, 2021 Becky Mosbacher, made a motion to accept the claims as presented. Second by Forrest Boughner, motion carried.
CITIZENS COMMENTS – None

STATISTICS – No questions

DIRECTOR'S REPORT

Building Budget – A meeting between the County Financial managers and Leadership from the Library, Architects, and the Library Foundation Financial committee revealed that the project has more money in the Contingency budget. This amount is approximately \$440,000 until all funds are reconciled the exact amount will fluctuate. This includes all items that have been turned in for payment.

Solar Array for the Library – The RFP for the Library Solar Array is complete. MPL received \$39,999 from Northwestern Energy for a renewable energy grant towards the project. The estimated cost of the project is \$108,000. Honore Bray is asking the Library Trustees to consider using money from the Contingency funds to pay for the remainder of the project. This RFP was written by Dianna Maneta, from the County grants office with help from Orion Thornton from Bozeman, and Tom Javins. This RFP is ready to be

finalized and put out to bid. Honore would like to see the project happen in the summer or early fall.

Staff reports – Will Klaczynski reported that the circulation department is thriving while doing curbside service. They are serving about 120 interactions on average each day. This endeavor takes three people answering phones and four people getting the orders ready and out to the public. If people get a busy signal they should call again.

Desiree Funston reported that the reference department is busy helping pull items in the morning for curbside service, ordering new materials for public use, getting the third floor ready for public use when the time comes, shifting the collections so they are easy for public use. Additional shelving has been added for Automobile manuals which allowed the oversized collection to move and made more room in the Adult Non-fiction collection so shifting continues. The libraries KANOPY subscription has allowed a new opportunity for the Library to partner with Arts Missoula. MPL staff are leading discussions for the Arts Missoula movie series. The first discussion took place and had 30+ participants. Home Delivery has been renamed to Home Library Services. This service allows those who live in assisted living establishments the opportunity to enjoy library services. COVID has created a great amount of issues for Amanda. Revamping of the program has allowed the service to continue with a great amount of one-on-one work with the users. An ALA grant has been written to carry out a Racial Justice Book Club. More details will be shared when it happens. A grant from the Digital Archives has been received by Desiree. This grant allows the creation of locally born digital content to be added to a community's collection. More information will be shared as the project shapes up.

Ira Sather-Olson reported on the maker space and all the new equipment that has been added to the space. Ira has been working individually with users who have requests during our closed time. A new CNC machine and Laser cutter has been added to the other equipment. If the community have needs at this time they should call the Library and ask for Ira. He will work with them on the phone and through curbside service.

Honore pointed out that COVID services take more time and effort on the part of everyone. It is more enjoyable and a different kind of work when the public is actually in the building. The MPL staff are amazing and do great work. The users are their motivation.

UNFINISHED BUSINESS

Building Project- Jon Sears

The project is still at the punch list phase. HVAC issues are being dealt with, the glass rails on second floor are being reinstalled, the doors continue to be an issue and new hardware has been ordered and the transom glass on the Main Street doors is being redone. DAC plans that the building will be complete next month.

John Explained Change Order 15. Approximately \$381,000 will remain in the contingency fund. Becky Mosbacher made a motion to accept the change order. Carol Wolfe second the motion. Motion carried.

Foundation request- Karl Olson presented the request from the Foundation that the Library pay for the updated Donor Wall using part of the contingency money. After discussion Honore Bray suggested since part of the Foundation funds helped to grow the interest income in the contingency fund, so it seems the request is reasonable. Forrest Boughner asked why the Foundation chose to use the second option rather than the first. Karl explained that the second option was closest to the original wall that had been cut due to funding. Becky Mosbacher made a motion to pay for the Donor Wall from the contingency funds. Carol Wolfe second the motion, motion carried.

How to pay for solar panels – Following discussion Carol Wolfe made a motion to pay the remainder of the solar project from the contingency funds. Forrest Boughner second the motion, motion carried.

Opening to the Public and tours- Discussion concerning the opening of the library took place.

PUBLIC COMMENT:

Bev Young requested that the Trustees set parameters concerning what will trigger when the library will open to the public. She pointed out that the community is wanting to get into the building they are paying for.

Tom Javins pointed out that many retail operations and open and the library can use them as an example. He also said that the library has underflow air and Merv 13 filters which makes it one of the safest buildings in Missoula.

Jessie Hebert requested that the Partners be able to bring their Board members and donors and supports in so their fund raising efforts can continue.

Hannah Zuraff said she is experiencing push back from her Board members because they are not open yet and young people are suffering because of it.

Dr. Rachael Severson explained that the Living Lab is part of the National Institute of Health's project. She will not be doing face-to-face work with the users if the library opens because NIH will not allow it at this time.

Following discussion the Trustees decided on the parameters for opening the new building. Forrest Boughner made a motion that The Library will open after Phase 1C vaccines are available to Library staff, and after all staff persons who choose to vaccinate have had the opportunity to fully receive the required doses of the vaccine made available to them. Carol Wolfe second the motion, motion carried.

Jessie Hebert asked about the possibility of tours. Honore Bray said she felt it was important for the Partners Board members to see the space so they can plan for the future. It is hard to make plans if you have not seen the space. She also said she has reservations about others beside Board members because the general public cannot enter the building. It causes frustration among users then. Becky Mosbacher said she agrees that tours should take place. Karl Olson said the Foundation requested tours be 8 people and last one hour, the tours would be available to all community members who would sign up ahead of time. One tour a week would take place. Following discussion, Audra Loyal made a motion to hold off on tours for community members until staff are vaccinated. Carol Wolfe second the motion. Four yes votes, one no. Motion carried.

OTHER OLD BUSINESS:

NEW BUSINESS

March Trustees meeting

Topic: Library Trustee Meeting March 24, 2021

Time: Mar 24, 2021 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91325538774?pwd=UXRZUm5WRzM2V3hGd2QvM3Y2Yllmdz09>

Meeting ID: 913 2553 8774

Passcode: 150849

Find your local number: <https://zoom.us/u/an6le35MA>

ADJOURNMENT

Respectfully submitted by:

Honore D. Bray, Director	Date
--------------------------	------

Audra Loyal, Chair of the Trustees	Date
------------------------------------	------