Missoula Public Library

**BOARD OF TRUSTEES MEETING**

**March 23, 2022**

**6:00**

**ZOOM online meeting**

# Citizen comments are very important to the Library Trustees. Policy states that public comment is limited to three minutes on each agenda item or three minutes at the beginning of the meeting on items not on the agenda.

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

**ROLL CALL** Members present were: Audra Loyal, Forrest Boughner, Margaret Wafstet, Lisa Mecklenberg Jackson, Carol Wolfe (online), Randi Tanglen (online), and Honore Bray.

**OTHERS PRESENT:** Karl Olson, Will Kaczynski, Elizabeth Jonkel.

**CITIZEN COMMENTS ON ANYTHING NOT INCLUDED ON THE AGENDA**

None

**CONSENT AGENDA –** Margaret Wafstet made a motion to accept the items on the consent agenda following claims discussion. Forrest Boughner, 2nd the motion, motion carried.

MINUTES – February 23,2022

CLAIMS – Discussion on laundry soap- for the washer in kids department, 4G Invoice, MSR Invoice

STATISTICS **–**

**DIRECTOR’S REPORT**

MOU for 4th Floor Deck- the MOU was written by the Co. Attorney’s office and okayed by Mae Nan Ellingson of the Foundation and Audra Loyal of the Trustees. Audra read the MOU and discussion took place. It will be voted on during unfinished business.

Wish List – Honore suggested the Library begin a wish list that users can contribute money towards in preparation of a possible decline in property taxes. Elizabeth Jonkel, Amanda Allpress and Honore have begun a list that can be added to. Amanda Henthorn in Co. Finance suggests the money be held in the Friends account.

Budget Review began with Amanda Henthorn, Elizabeth Jonkel, Amanda Allpress, and Honore Bray. Adjustments were made in the budget to lines that would need to be increased for next year. 2022 budgets are still over in many areas and under in others due to COVID expenses that were not anticipated. All in all the budget is sound.

Final Construction Budget (Building budget) – Michelle Denman, head of the Co. Finance Department will work with Honore Bray to close the budget out before the 31st of March.

Discussion took place concerning the On Boarding of the new Director on April 4, 2022. Honore said she had a plan from the board when she started so she knew what the expectations were. Honore will work with Audra and Margaret to put a plan in place.

Honore will leave a calendar with deadlines listed.

CI 121 has a group in the process of getting signatures at this time. If this gets on the ballot it will cut 10% from the Library budget and that amounts to about $365,000 at this time. That is the entire library materials budget. Consideration has been given to what the library will need to do if this passes. Hours in all 7 branches will need to be cut, materials budget cuts, personnel cuts and more. The County is putting together an educational piece for the community.

**UNFINISHED BUSINESS**

**Blaine Doherty –** The Library contract with the coffee shop vendor states the coffee shop has first right of refusal; therefore, he should talk with Jem about his restricted budget and see what they can come up with. If she says the group can provide food from another vendor they can contact another vendor of choice. Health Department Standards must be followed.

**Policy Manual –** Lisa Mecklenberg Jackson went through the major changes to the manual. Margaret Wafstet made a motion to accept the policy manual as presented. Forrest Boughner second the motion, motion carried.

**Building Project –**

Glass Vestibule - is still on hold till materials arrive. No completion date at this time. Honore Bray gave them permission to work at night so it does not disturb library operations.

Deck Addition on 4th floor – MOU between the Trustees and the Foundation

Forrest Boughner made a motion to sign the MOU above stated. Margaret Wafstet second the motion. Motion carried.

**Op-ed Freedom to Read –** Audra Loyal read the statement written by the Trustees to send to the Missoulian. Lisa Mecklenberg Jackson made a motion to send it to the Missoulian and place it on the Library Website and other social media. Carol Wolfe second the motion. Motion carried.

**OTHER OLD BUSINESS:**

# NEW BUSINESS

**New Chair Selection –** Margaret Wafstet is the Vice Chair and will move up to Chair. Election of new Chair will be in June to begin the FY23 year in July.

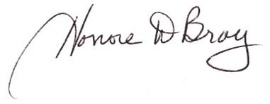
**Honoring Honore –** The Trustees presented Honore with a handmade book setcreated by Audra Loyal for the past 17 years of service to MPL.

**Next meeting will take place in person and online.**

**Time: April 27, 2022, online meeting will be posted on April Agenda**

# ADJOURNMENT

Respectfully submitted by:

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Honore D. Bray, Director Date

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Audra Loyal, Chair of the Trustees Date