Missoula Public Library

**BOARD OF TRUSTEES MEETING MINUTES**

**May 25, 2022**

**6:00**

**Missoula Public Library, Blackfoot Room & 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, Margaret Wafstet

**ROLL CALL** Members present were: Forrest Boughner, Lisa Mecklenberg Jackson, Randi Tanglen, Margaret Wafstet, Carol Wolfe and Slaven Lee.

**OTHERS PRESENT:** Desirée Funston (online)

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

None

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

MINUTES – April 27th,2022

CLAIMS – April, 2022

STATISTICS **–** April, 2022

**DIRECTOR’S REPORT**

**New Montana Public Library Standards** – Margaret and Slaven attended the Tamarack Federation training and meeting in April. The New Montana Public Library Standards were discussed. Beginning July 2022, public library standards require trustees have three hours of continuing education each year. Slaven will share a link with the information and the State Library can help if you have issues signing up for Aspen, their learning platform. Lisa mentioned that a board retreat would meet this requirement.

**Branch visits** – Slaven has visited three branches so far (along with Amanda Allpress and Elizabeth Jonkel for some locations) and will visit the rest in June. It is Slaven’s intention to incorporate the branches into MPL more and allocate more resources as possible. She plans to visit Frenchtown during their summer meals program supported by Missoula Food Bank. At times, they have given out 60 meals to kids. The meals take place June 7 – August 18: T/W/Th from 12-1.

**Strategic Planning** – The process has begun with UM consultant Gordy Pace. Slaven intends to incorporate the work of the Missoula County Equity Office along with the content created during Staff Training Day, which will focus on equity, diversity, and inclusion. She will share the proposal in the next meeting. Slaven indicated that it would be great to have a board advocate for the process; Randi expressed interest.

**Soft Landing Meeting & Community Partnerships –** Slaven met with the director and community partnerships director from Soft Landing with the intention of learning more about their work and exploring collaboration. They are inviting Slaven to the Refugee Services Partner meetings to discuss how the various agencies can work together across Missoula County. Carol expressed interest in attending one of the meetings.

**Budget Update** – Slaven’s final meeting with County Finance was cancelled because of unexpected library closure today. Slaven will have more info for next meeting.

**Welcome** – New Board Member, Megan Moore. Megan is a PhD candidate in Forest and Conservation Studies at UM. She studies resiliency and is interested in data. Megan has lived in Missoula for 4 years and is in training to be a Court Appointed Special Advocate for children. Slaven will set up an onboarding meeting with her. Margaret mentioned that she was the longest-serving board member and that she has one more year in her term.

Citizens Comments:

**UNFINISHED BUSINESS**

**CI 121 Update from County Commissioners** – Forrest Boughner reached out to the County. At this point they are waiting to see if it makes it to the ballot before preparing educational materials for voters. They are not going to issue any opinion on CI 121, and legally they are not allowed to. As a County Board we are also not able to state an opinion on the issue. The action they have taken at this time is to instruct departments to think about what a 10% budget cut could look like.

**Building Projects** – TC Glass broke a panel of glass while installing the new pieces of the vestibule. They have reordered the glass and predict it will be in by June 3rd. They also tested the UV protection of our windows and it meets specifications. As this point, Slaven recommends moving the shelving in the Montana Room Archive so it is not so exposed to sunlight.

**After-hours Policy and Event Rentals –** Dylan Jaicks, County Attorney, is looking over the drafts of Lisa’s documents and incorporating information from the Fairgrounds recent documents. Lisa will continue to work on this and Slaven is working on a draft of rates to charge.

Citizens Comments:

**NEW BUSINESS**

**Director’s Performance Review** – Draft Documents – Margaret worked with Karen Harrison in County HR to come up with suggestions and the documents in the Board Packet. Slaven’s six month review will be in October and her annual review is in April. Randi suggested that the board formalize how to solicit staff feedback. Forrest said he needed more information beyond the meeting today. Margaret will revisit with Karen to find out more about staff feedback and said it was important to include the AUOR Partners. There was discussion about whether or not the feedback should only be from Slaven’s direct reports. Desiree suggested that all staff are invested in the process and should be included.

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

**Time: June 22, 2022, online meeting will be posted on June Agenda**

# ADJOURNMENT

Respectfully submitted by:

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Slaven Lee, Director Date

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Margaret Wafstet, Chair of the Trustees Date