Missoula Public Library

**BOARD OF TRUSTEES MEETING MINUTES**

**November 30, 2022**

**6:00**

**Missoula Public Library, spectrUM Classroom & 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, Megan Moore, Randi Tanglen, Margaret Wafstet, Carol Wolfe, and Slaven Lee.

**OTHERS PRESENT:** C.E. Abramson, Charlie Byrne (online), Will Kaczynski (online).

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

None

**CONSENT AGENDA –** There was discussion about Baker & Taylor’s freight charges and a comment about lost book charges.Slaven noted that adjustments had been made where budgets reflected being overspent; there were a few instances of charges mistakenly being put on the wrong account (e.g. janitorial supplies). Forrest made a motion to accept the items on the consent agenda following claims discussion. Lisa, 2nd the motion, motion carried.

Minutes of the October 26, 2022 meeting

Claims – October 2022

Statistics – October 2022

**DIRECTOR’S REPORT**

Budget update – Slaven received the budget from County Finance. Contracted Services were reduced based on new building/grand opening spending that should be a one-time expense. Personnel funds increased to cover the 27th pay period, Union negotiated wage increases, and non-union increases, which were based on HR’s market research.

Strategic priorities – After evaluating data collected during community engagement and internal engagement, the Strategic Planning team assessed what priorities emerged. Next, the mission, vision, and values will be developed. Slaven will present at the January meeting.

Policy Manual updates – Video Surveillance Policy will be discussed as New Business.

Citizens Comments:

**UNFINISHED BUSINESS**

None

Citizens Comments:

**NEW BUSINESS**

**Video Surveillance Policy** – Margaret had questions about security cameras and wanted to make sure Brian West supported the policy. Lisa and Megan had questions about “MPL staff” and wanted this line clarified in the policy:

*MPL staff do not assist these parties with locating, identifying, or reporting on users of library services, unless (take out next two lines)*

Lisa, motion to approve now knowing that changes will be made. Carol 2nd the motion, motion carried.

**Required Board Training** – Lisa sent out email about State Library required Continuing Education. The Trustees agreed to take 20 minutes at start of each meeting to discuss videos. Make it a monthly agenda item. Lisa will follow up and share discussion topics. Will start next meeting.

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

**Date: January 25, 2023**

# ADJOURNMENT

Respectfully submitted by:

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Slaven Lee, Director Date

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Margaret Wafstet, Chair of the Trustees Date