Missoula Public Library

**BOARD OF TRUSTEES MEETING MINUTES**

**January 25, 2023**

**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, Megan Moore, Margaret Wafstet, Carol Wolfe (online), and Slaven Lee.

**OTHERS PRESENT:** Geoff Badenoch, Will Klaczynski (online)

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

None

**CONSENT AGENDA –**

Discussion about social media statistics and whether or not Facebook stats include Instagram. It was noted again that database usage was down, which is part of an ongoing trend for MPL and other public libraries. Slaven plans to look into ways to market them more effectively.

Forrest made a motion to accept the items on the consent agenda following claims discussion. Megan, 2nd the motion, motion carried.

MINUTES – December 28, 2022

CLAIMS – December

STATISTICS **–** December

**DIRECTOR’S REPORT**

**DNA Climber Update** – Slaven, Brian West, and Erica Grinde will meet to discuss the retrofit proposal on Friday. No other updates at this time.

**Vestibule** –TC Glass will commence after-hours work tomorrow to fix the following:

1. Replace the metal closure head-boxes above interior doors with uniform looking one-piece boxes. Their recent work to these is a temporary "fix."
2. Replace the closure mechanisms inside the boxes with mechanisms that won't have the hold-up feature. Doors will swing shut behind people.
3. Redo the interior auto door threshold plate so that it is two contiguous and flush pieces instead of the current four pieces plus unsightly/unsafe notch-out.
4. Install new, thicker weather stripping to the exterior doors so they don't have that big gap that leaks indoor energy out and outdoor weather in.

**Patron Interaction**—Per Trustees’ request, Slaven reported about an interaction of note. She helped a senior citizen complete a 28-page fax to apply for utilities assistance and connected her with the SNAP Benefit Specialist at the Missoula Food Bank to look into having benefits restored.

**Land Acknowledgement and Action Plan**—Slaven and Sarah Velk, Programming Librarian, have been working with a Salish educator to develop a land acknowledgement and action plan specific to MPL.

**Community Read**—So far $5,000 from the Washington Foundation has been awarded for a Community Read focusing on Jess Walter’s The Cold Millions. Slaven applied for NEA Big Read funding, but we will not know if we are awarded until April. Slaven also plans to request funds from the Foundation. Programming will take place in September.

**Mall Pop Ups**—Amanda Allpress and Slaven have been visiting the mall once a month for community engagement. They set up a living room/mini library on a strip of turf in the main thoroughfare. AUOR and youth services also provide activities. In January, they signed up new patrons for library cards and interacted with 75 people.

**Electric Bookmobile Research**—Slaven talked to a second vendor about electric bookmobile options. There is grant funding for e-bookmobiles and a program that would provide funds for retiring older diesel vehicles like the WOW Bus. Electric bookmobiles are a F450 chassis, so much larger than a Sprinter. There are approximately 2000 pounds of batteries aboard the vehicle and, depending on the terrain; they can go approximately 100 miles before needed recharged. Slaven will present options for a vote next month.

**MLA Year of Learning: Equity, Diversity, and Inclusion**—Slaven and two other library directors (Lincoln County and Fort Benton) are revitalizing the State EDI Interest Group. They will kick off a year of learning at the MLA conference in April. Participants will be invited to watch topic based videos on their own time and then meet for discussions facilitated by a Humanities Montana staff member.

**All Boards Meeting**—The Foundation, Trustees, and Friends boards will meet on February 6. It will need to follow public meeting rules.

**KPAX**—Bill Johnston, First Security Bank Community Relations Officer, invited Slaven to participate in their KPAX series called *Follow the Leader.* They recorded an interview with Slaven. Different versions will air on KPAX throughout the month of February.

**Board position**—Interviews are scheduled for next week. There are four highly qualified applicants.

Citizens Comments:

**UNFINISHED BUSINESS**

Finance meeting w/ Forrest and Slaven – plan to create a dashboard/overview for board packet. Geoff discussed color-coded “rainbow report.”

Citizens Comments:

**BOARD SHARED TRAINING**

Shared Training, February discussion: Library Policies and Diversity, Equity, and Inclusion: What Trustees and Boards Need to Know from ALA will be topic for February. There may be additional trainings in Feb, March, April.

Montana State Library Trustee Training videos: Relationships, the Law, and Finance MSL training video #2. AUOR creates opportunities for developing relationships; Forrest commented that introducing yourself to AUOR Board and staff is part of developing those relationships. Margaret mentioned the volunteer breakfast and how social that was. Megan – question about individual gifts. Accepting gifts and donations is allowed – donor stewardship. Geoff clarified the Foundation’s role in accepting gifts. The group agreed that Karl Olson should discuss cultivating donors, bequests, endowments at the All Boards Meeting.

Understanding financials for Trustees link in video did not work, but there is interest.

Carol – it is important that library staff feel supported and know that Trustees are excited about what they are doing and create an opportunity to hear more about how to make decisions for the library.

Margaret brought up Slaven’s annual review coming up in April. Slaven requested individual feedback from other MPL directors.

Open meetings – it is Slaven’s decision to close the meeting. Discussion of ED hiring process. Closing a meeting for litigation was used as an example.

County board trainings by Wheeler Center are very thorough. They are part of the Trustee orientation process was discussed again. Lisa volunteered to make a packet last meeting.

**Next meeting will take place in person and online: February 22, 2023**

# ADJOURNMENT

Respectfully submitted by:

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Slaven Lee, Director Date

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Margaret Wafstet, Chair of the Trustees Date