

**Missoula Public Library
BOARD OF TRUSTEES MEETING MINUTES
October 23, 2024
6:00 pm**

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 6:02 by Chair Megan Moore.

ROLL CALL Peter Donaldson, Julie Edwards, Megan Moore, Janice Nugent, Katy Walter, Alex Beal

OTHERS PRESENT: Slaven Lee, Kayla Whitaker, Xavier Kneedler-Shorten, Will Klaczynski

CITIZEN COMMENTS ON ANYTHING NOT INCLUDED ON THE AGENDA

None.

1. CONSENT AGENDA

Minutes – September 26, 2024

Claims – September 2024

Statistics – September 2024

Discussion: Megan asked about a line item; Slaven explained it is for staff to buy the branded clothing they are required to wear at work. Window cleaning happens quarterly. Julie moved to approved. Peter seconded. Approved.

Citizen Comments: None.

2. DIRECTOR'S REPORT

Discussion: Slaven acknowledged that staff member Mike Berky has died. Resources are being provided to staff. Slaven highlighted several

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All participants with Comments may present oral or written statements. Due to limited time, the Board chair reserves the right to set reasonable time limits for public input on each topic. Normally, a person will be limited to three minutes per agenda item. Written comments should be submitted to the Library Director at least 24 hours prior to the meeting. Please call Slaven Lee at (406) 541-8864 or write to MPL, 455 East Main, Missoula MT 59802 to make your request known.

successful programs including the Hanif Abdurraqib author visit and the Bookmobile launch party.

Slaven and Xavier met with EmpowerMT to begin planning MLK Day and Black History Month county-wide collaboration.

Slaven met with BrownKnows to talk about exhibits and tipi installation for DNA Playground which will be installed in January and February. DNA climber should have repairs beginning in January.

Slaven noted the head lice incident. Public Health said that it is quite common in Missoula. The library cleans spaces when lice are found, has exterminators visit regularly, and communicates with the public as necessary.

Staff trainings: LGBTQ+ and ally training.

Teen area: How to improve experience for teens in the library has been a concern for a couple of years. Teen focus groups have been happening and what they want to see is something more like the second floor. Working with Spectrum there will be more teen displays and the collection will be on L2 by Spectrum. Working with MSR on signage and furniture. The area is smaller but more welcoming. Original teen area will be more of a cafe/work space and flexible programming space. Potential to turn teen focus groups into teen advisory council.

Citizen Comments: None.

3. UNFINISHED BUSINESS

Trustee Program Attendance Update

Discussion: Postponed until next month.

Peter shadowed with several staff members. Asked lots of questions about workplace culture and workload and had lots of positive feedback. Complimented Slaven on the culture here.

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Alex shadowed with Will. Loved the book return. There were so many kids here (school was out) and it was great to see the well-oiled machine behind the library function. Both Alex and Peter complimented the staff.

Social Work School Practicum

Discussion: Slaven talked with Theresa Williams of the crisis intervention team who has a practicum program and shared lots of great info. Slaven, Peter, and Theresa will meet with Kat Werner of the SW program at UM to coordinate a practicum. It will likely cost about \$4500 to pay a practicum student. This person could help with workplace wellness, secondary trauma.

Citizen Comments: None.

4. NEW BUSINESS

Budgeting - Board Role

Discussion: Julie and Megan met with Cara Orban at the State Library to ensure that we have been managing budget and reporting correctly. We are fine as a board but are willing to be more involved if Slaven wants or needs.

Action Item: Slaven will check in with the county auditor to confirm the board's roll in county reports.

Cara will also offer training to us as a board if we'd like that.

Action Item: Julie and Megan will meet to talk about shared training for November.

Revisit Minimum Staffing Document

Discussion: The document as it stands is not working for management because the numbers don't actually match what happens in the building. There are often more people in the building who can fill in staff, and the county is willing to support the library with people from

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other departments during climate emergencies, specifically. Slaven would like more latitude in deciding when to keep the building open while making sure staff feel supported.

Action Item: Slaven will meet with Steering Committee to talk about these guidelines.

Closed Days

Discussion: There are some questions about whether the library is open or closed on election day. Janice moved to approve the 2025 closed days without election day. Approved.

Action Item: Slaven will check with the county to see if we are open on election day, and which years.

November/December Board Meetings

Discussion: November and December board meetings fall close to holidays. Alex motioned to move the November meeting to Nov 20 at 6pm. Peter seconded. Board approved.

Julie motioned to move the December meeting to the 18th at 6pm. Alex seconded. Approved.

5. SHARED TRAINING

Palaces for the People

Discussion: The Board talked about the final chapters of the book.

Citizen Comments:

Adjourned at 7:04.

Next meeting will take place at the Missoula Public Library and online: November 20, 2024.

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Respectfully submitted by:

Slaven Lee

10/24/24

Slaven Lee, Director

Date

Julie Edwards, Co-Chair of the Trustees

Date

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