## **Missoula Public Library Board of Trustees Meeting** **Minutes**

September 24, 2025 6:00 PM   
Missoula Public Library, Blackfoot Board Room and Zoom

Present:

Slaven Lee, Megan Moore, Chair, Julie Edwards, Peter Donaldson, Katy Walter, Janice Nugent, Alex Beal, Eran Pehan (City of Missoula), Elizabeth Jonkel, Amanda Allpress, Jen Ewel, Karissa Trujillo (Homeward)

Megan called the meeting to order at 6:00pm

Citizen comments on anything not included on the agenda  
 Citizen Comments:

Consent Agenda

* + Minutes – August 27, 2025
  + Statistics – August 2025
    - Megan asked a question from line 95 regarding last year and this year comparison. Was clarified that the Bookmobile added the numbers and the new counters have also since been installed for more accurate numbers.
  + Claims – August 2025

Citizen Comments:

Motion to approve as submitted. Approved

Director’s Report

* Additional efforts for community outreach underway. Additional 60 patrons have been signed up so far this month. Ad for radio also completed and actively promoting library engagement.
* **Lake Research**: Planning to move forward and still working with Mill Levy initial polling. Funded by the Foundation (25k) and Friends (10k). Will be very comprehensive.
* **Living Roof** -
  + On September 10, 2025, the Western Montana Conservation Commission approved to accept $1M in EPA funds for a new Living Roof at Missoula Public Library. In this project, climate-resilient rooftops will be installed at MPL’s downtown location. EPA funds must be spent within two years and require $250K in matching funds from local partners have been secured, which includes: Library Foundation has pledged $70K for the match, the DNRC provided a $30K planning grant, $70K from Missoula County, and $70K from the Missoula Redevelopment Association.
  + 13,000 sf of green roof that community can engage with and learn from primarily on 3rd floor and perimeter of 4th floor.
  + Press release forthcoming
* **New SW staff:** Virginia fully hired and getting great feedback on her work already.
* **Landscape Plan.** Weekly meeting with A&E to discuss sustainable landscaping plan for the perimeter of the library.
* **North Montana Rail Link.** The City of Missoula Redevelopment Agency, in partnership with consulting firm GGLO, has a redevelopment concept for the 8-acre City-owned property known as the North MRL Triangle. MPL has been invited to propose tentative plans for a library branch, possibly partnering with The Boys & Girls Club. Met with them on-site and had an online meeting. Future housing and community spaces. (few years timeline on this project)
* **Safe Environment**. Planned Sexual Harassment training with Missoula Public Health. It is based on the former *Make Your Move Missoula* community project that focused on sexual assault and harassment prevention, bystander intervention, consent, and boundaries. New safety mirrors have been installed in “pain points” identified by safety consultant Rick Jenkins. A new Lead Safety Specialist has been hired and onboarding begins soon. The Safe Environment Committee continues to meet regularly.
* **Lolo:** Analysis of trends and costs will be happening over the next few months. Possible Board vote on adjustments to Lolo hours in January.

Citizen Comments: impressed with all the great work happening at the library!

New Business



### Unfinished Business

* Overflow shelter and community spaces for unhoused neighbors during extreme weather events – City/County Houselessness Providers Committee
  + Eran, Karissa, Jen shared information about the efforts from last winter and anticipated needs. Primarily led by MIC and Poverello. City provided administrative and funding (staffing) support. Loss of the J-Street shelter represents concerns about how to ensure safety and support for unhoused individuals particularly during extreme weather. Library has been discussed as a potential space given that it is already providing a high level of support for community members.
  + Casey with MIC is also exploring options with faith communities (congregations) that have potential spaces that can also be utilized.
  + YWCA also looking
  + Salvation Army is no longer seeing this as a core demographic for support.
  + Megan expressed desire to see more comprehensive plan for how this would work, what community supports would be in place, how issues would be addressed. Eran was able to speak to the pilot efforts begun last year (largely with congregations). MIC volunteers would transport individuals from the primary shelter (Pov) to secondary shelter. Primary shelter staff were responsible for helping to screen ppl for placement at secondary shelters. Volunteers were in place through MIC to assist with cleanup, etc.
  + Clarification that the library would only serve as a warming space, not a sleeping shelter.
  + Slaven asked if there was any community sense about potential numbers of people who may be in need of additional warming/shelter spaces. Anticipated roughly 100 at any given time, but very difficult to assess ahead of time.
  + Winter shelters are only triggered at particular time with combination of both precipitation and temperatures. Pov has written protocols and guidelines. (Believe it to be 10 degrees F or lower).
  + Slaven shared that the library is really the only place to seek shelter during the day and that staff already provided extensive services. She asked for additional clarifying conversations and data in order to ask the Board to put this to a vote. Information could include: Average number of nights that this may be needed, potential additional staff costs, volunteer expectations/training. Julie concurred and expressed a desire for more specific MOU-type agreement with the City/County.
  + Action Item: Slaven will check on insurance coverage and run this by the county commissioners in addition to potential future Board vote.
* Frenchtown MOU
  + Amanda (Community Engagement) and Elizabeth (Operations) were able to give additional context for the MOU. MT State library conversations initiated the need for an update. Last MOU signed by MPL and Frenchtown was 2007. Needed to refresh the relationship and clarification of contractual expectations for distinction of services for Frenchtown students and members of the public. Parameters for specific hours for these distinctions as well as systems used to check out materials were needed. Cannot have non-union employees doing union work within the school. Self-check machines would be used to check-out items through MPL during school hours.
  + Julie asked clarifying question about how to get a library card. This can be done on site.

Motion to approve MOU - approved

* Policy Manual – updates/approval
  + Julie pointed out large amount of work that has been accomplished to this point and warrants robust review, questions and discussion before final vote. Discussion about having all comments and responses to comments completed by October 2 with expectation that Board will conduct final discussion and vote at October Board meeting.
* Program Attendance –
  + Megan will be attending an event next week and will report back then.
* Board Training –
  + Julie proposed waiting until next month to discuss Board Training readings. Megan approved.

**Next meeting will take place at the Missoula Public Library and online: October 22, 2025.**

Megan adjourned the meeting at 6:52pm.

Respectfully submitted by:

Slaven Lee, Director Date

Peter Donaldson, Trustee Date