

Director's Report
Great Falls Public Library
July 2023

1. **MILL LEVY ELECTION:** Our legal case regarding the Library election is now closed. On July 10th, Judge Gilbert, "ORDERED that Monitor is discharged of any further duties as Monitor and Petitioner shall pay Monitor \$824.50 for the hours she served in that capacity. It is further ORDERED that this matter is dismissed, with prejudice, all parties paying their own attorney fees and costs." Huge thank you to the Graybills for their pro bono service. We have not yet received an invoice from the Election's Office.
2. **MILL LEVY IMPLEMENTATION:** We are moving forward with the Library Levy implementation plan. We are planning a Library open house in September to present the implementation plan to the community.
 - As of July 1, the Library patron parking lot has FREE 2-hour courtesy parking.
 - In order to reflect updated job duties, we have moved three staff members into positions with modified job descriptions—Cataloging Specialist, Bookmobile Coordinator and Resource Sharing Coordinator.
 - We have filled the Technical Services Library Clerk position. She will start on July 31st.
 - We are advertising the positions of Assistant Director, Community Engagement Coordinator and Communications Specialist. They are open until filled. We hope to review applications the week of July 24th and schedule interviews for the next week.
 - We are working with HR to start advertising for the second wave of hires (Technology Systems Assistant & Security Guards) the first week of August.
 - We are preparing spaces (including installing phones and computers) for the new staff.
 - We have started purchasing extra copies of downloadable eBooks & eAudiobooks for our patrons and have developed a plan for investing in additional electronic resources.
3. **CREDIT CARD PAYMENTS:** We ran into some software issues with the credit card software. We believe that the issues have been resolved. Staff will receive training Friday July 21st and we plan to start taking credit cards on July 24th.
4. **FOUNDATION APPROVED PROJECTS:** The Library will be requesting funds from the Foundation at their meeting on September 25th. I've included a DRAFT of the funding request in your packet. We can discuss these requests at the meeting.
5. **LIBRARY REMODEL & CAPITAL CAMPAIGN:** At the Foundation meeting on September 25th, I would like to request that the reallocate dollars currently designated for the purchase and installation of an Automatic Materials Handler to fund the design work for the Library remodel. We have created a draft RFQ so we can solicit proposals once the funding is in place. I've included a DRAFT of the reallocation request in the packet for discussion at the meeting.
6. **BOARD MEMBERSHIP:** At the July 18th City Commission there were community concerns that the Library Board appointment lacked transparency because the position had not been advertised and other people did not have the opportunity to apply. Recognizing that the Library followed standard procedure AND acknowledging procedural concerns, the Commission declined to reappoint Ms. Bulger. They have asked that the Library Board position be advertised to the public and all candidates be considered for the position. In the meantime, Anne will continue to serve on the Library board until the Commission appoints either Anne or new Board member. Brad Eatherly will be moving to Wichita Kansas. This meeting will be his last as a Library Board member. The City Manager's office is advertising the two Board positions. Applications will be accepted until August 11th. The Board will follow the regular procedure reviewing the applications, interviewing candidates and voting on recommendations at our next meeting in September.
7. **LIBRARY PARK:** Your packet includes a report on the Library Park project describing the work that has been completed to date, current concerns expressed by neighbors and proposals for next steps.