

Great Falls Public Library
Board of Trustees
Monday, November 18, 2013
4:30 p.m.

BOARD MEMBERS PRESENT: Ms. Mary Brinkley, Ms. MaryEllen Kropp, Ms. Judy Riesenber, and Ms. Dea Nowell

BOARD MEMBERS ABSENT: Mr. Mitch Tropila

STAFF PRESENT: Ms. Kathy Mora and Ms. Korri Shupe.

GUESTS PRESENT: Teresa Shiner, Foundation Board Liaison

Ms. Riesenber called the meeting to order at 4:30 p.m.

I. CONSENT ITEMS

Ms. Kropp had questioned on page 13, the Income Statement Report, the library's personnel is over and noted that if the trend continues we will end up way over budget at the end of the fiscal year. Ms. Mora and Ms. Shupe will look into this and report back next month with their findings.

Ms. Nowell added a clarification of last month's minutes on her report. Ms. Shupe will adjust last month's minutes to reflect this change.

After discussing the above Ms. Nowell moved and Ms. Brinkley seconded the motion to approve the consent items as presented. MOTION . . . passed unanimously.

II. OPERATING VOUCHERS

Ms. Brinkley inquired who Unique Management is on the Vendor Report. Ms. Mora explained they are the library's collection agency. Ms. Riesenber commented on what a large task it was for staff to clear off all those past accounts that still had fees attached to them but were ten years old. Ms. Kropp noted that if any accounts had fees \$600 or over we could send them a 1099.

After discussing the above Ms. Brinkley moved and Ms. Nowell seconded the motion to approve the consent items as presented. MOTION . . . passed unanimously.

III. DIRECTOR'S REPORT

Ms. Mora began her report by noting the AAUW has completed their book sale and have already cleared the third floor space. We have not received a report from AAUW on how the sale went. We have heard that they felt in general it was not as busy as past years so they anticipate the sales may be down.

The Friends of the Library have started taking donations for their book sale in the spring. The Friends will have designated donation days starting early next year. They have already received a large donation of cookbooks.

We recently had a book that was challenged, *Let Me Go* by Chelsea Cain. This is an adult fiction book and part of that collection here at the library. Judy Ellinghausen, Mitch Tropila, and Kathy all reviewed the book in addition to looking at a number of checkouts and critical book reviews. Due to the positive reviews and its popularity, it will remain in our collection. It is also part of a popular series. Per our collection management policy the person challenging the book could now choose to take the issue to our board. The decision of the full library board would then be the final decision on the matter. To date, we have not heard any further from the patron.

At the beginning of the new year, we will be starting two library sponsored book clubs. Susie McIntyre and Debbie Stewart will be the coordinators of the clubs which will meet the 2nd Wednesday of the month and the following Saturday. We have received funds from the Friends of the Library to purchase sets of books and have also been given book club kits no longer being used by Parnly Billings Library. The clubs will focus on both popular and classic titles.

Our annual Staff and Volunteer Holiday Potluck will be on Tuesday, December 17 this year. We hope to see you all there. Ms. Brinkley will not be able to attend due to another commitment.

We will be closing at 3:00 p.m. on Christmas Eve and New Years Eve.

IV. CHAIRMAN'S REPORT

None.

V. BOARD REPORTS

Ms. Kropp asked if we are required to have a monthly board meeting. Ms. Mora said per state law we are required to meet quarterly.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

Ms. Nowell moved and Ms. Brinkley seconded the motion to approve the 2014 Holiday Schedule as presented. MOTION . . . passed unanimously.

Ms. Nowell moved and Ms. Brinkley seconded the motion to approve the 2014 Library Board Meeting Schedule as presented. MOTION . . . passed unanimously.

VIII. PROPOSALS FROM TRUSTEES

None.

IX. REPORTS FROM OTHERS

Teresa Shiner reported the annual Foundation Book-a-thon has started and donations are coming in. The response this year has been good and they will know more by the end of the year how the numbers look. The foundation is working hard at cleaning up their donor database and hope to target businesses in the future. The foundation board has increased its number of members and this helps to reach a broader range of people.

Their board has some vacancies and if you know someone interested they usually meet 4 times a year and have some separate committees that meet several times a year.

X. ADJORNMENT AT 4:52 P.M.