

**Great Falls Public Library  
Board of Trustees  
Monday, August 20, 2012  
4:30 p.m.**

BOARD MEMBERS PRESENT: Ms. Judy Riesenber, Ms. Dea Nowell, Ms. Mary Brinkley, Mr. Dennis Torgerson, and Mr. Mitch Tropila

BOARD MEMBERS ABSENT: None.

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

GUESTS PRESENT: None.

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

I. CONSENT ITEMS

Mr. Tropila noted some of our stats are down. Ms. Mora confirmed a few are right now.

Mr. Tropila also questioned the negative amount reported on the Income Statement. Ms. Mora explained this is just the new fiscal year and some expenses are paid in full right in the beginning and the revenues will come in later.

Mr. Tropila asked for explanation of NorthWestern Energy vs. City Electric. Ms. Mora explained we pay both because one is the cost of the distribution of the energy and the other is the actual cost of the energy we use.

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

II. OPERATING VOUCHERS

Mr. Tropila asked what the \$6000 charge was to Overdrive. Ms. Mora explained that was the vendor the state selected for the MTLibrary2Go downloadable material that is used statewide. The library received a grant for more material for the state downloadable material.

Ms. Brinkley asked who EBSCO was and Ms. Mora explained is one of our vendors we pay to get most of our magazine subscriptions.

Mr. Tropila moved and Ms. Riesenber seconded the motion to approve the operating vouchers as presented. MOTION. . . passed unanimously.

III. DIRECTOR'S REPORT

Ms. Mora began by welcoming our new library board member Dennis Torgerson.

Ms. Mora reported Teresa Shiner will be the new Foundation Board liaison because Sharon Oakland has taken on the duties of the new president for the Library Foundation.

This packet doesn't include the operating vouchers/vendor summary report for July. The City has switched to a new reporting system effective July 1 and we are not yet able to pull that detailed information out yet. Korri is working with City staff to try and resolve this issue.

Ms. Mora has been asked to sit on the Alma Jacobs Foundation Board and will begin attending in October.

The library's main computer system was upgraded to the most current version of the SirsiDynix software in July. The upgrade went smoothly, with only a few minor glitches that needed to be worked out.

The Montana State Library's Network Advisory Council is sending Ms. Mora to the conference R Squared: Risk & Reward in Telluride, CO September 10-11. The conference focuses on innovating by taking smart risks to move libraries forward.

The laptop circulation has been very popular with our patrons. Last month they were checked out 135 and so far, we have not had any problems.

The downtown police officer has been patrolling the library park on a regular basis. While we still are having some incidents we believe the number has been decreased with the officer's presence.

Last Wednesday night was our Summer Reading Party and we had a great turn out. Thank you to Mitch and Dea for volunteering at it. The live radio feed with Star Radio was a nice new addition to the party.

#### IV. CHAIRMAN'S REPORT

Ms. Riesenbergs thought it was an interesting idea to checkout the laptops to Lynn Weeks who rents the meeting rooms for testing.

#### V. BOARD REPORTS

Mr. Tropila asked about some notes in the partial staff minutes;

- The girl that was intimidated by the man asked if the one that bothered her is a regular. Ms. Mora said he is not one of our regular patrons.
- Asked about Nola losing 3 boxes of summer reading prize books due to a water leak in the basement. Ms. Mora explained it happened during that flash rain storm and we had the City Plumber come over and look at the damage but he said the storm drains just couldn't keep up with the storm and that's what caused the damage.
- Noted good job Bob for taking care of the outdoor electrical plug-in

Mr. Torgerson asked if we had a lot problems with patrons. Ms. Mora explained it's an on-going problem and we just have to have clear rules in place to handle the incidents. He asked who handles the difficult patrons and if staff has had training on how to deal with them. Ms. Mora explained usually the supervisors deal with the problem patrons but yes all staff has had training on how to handle the incidents.

Ms. Brinkley said the Peak is starting a Pre-school and they are interested in having the bookmobile stop there on the days they go to St. Thomas. Ms. Mora will check into this further.

#### VI. OLD BUSINESS

None.

#### VII. NEW BUSINESS

Mr. Torgerson moved and Ms. Nowell seconded the motion to approve the Email Policy as presented. MOTION . . . passed unanimously.

Mr. Tropila moved and Ms. Riesenberg seconded the motion to approve the Food and Drink Policy as presented. MOTION . . . passed unanimously.

Ms. Nowell moved and Mr. Torgerson seconded the motion to approve the Library Vehicle Policy as presented. MOTION.....passed unanimously.

Ms. Nowell moved and Ms. Brinkley seconded the motion to approve the Patron Behavior Policy as presented. MOTION . . . passed unanimously.

Ms. Brinkley moved and Mr. Tropila seconded the motion to approve the Recycling Policy as presented. MOTION . . . passed unanimously.

#### VIII. PROPOSALS FROM TRUSTEES

None.

#### IX. PROPOSALS FROM OTHERS

None.

#### X. ADJORNMENT

Adjournment at 5:00 p.m.