

**Great Falls Public Library  
Board of Trustees  
Monday, May 21, 2012  
4:30 p.m.**

BOARD MEMBERS PRESENT: Ms. Judy Riesenber, Ms. Dea Nowell, and Mr. Mitch Tropila

BOARD MEMBERS ABSENT: Ms. Mary Brinkley

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

GUESTS PRESENT: Ms. Sharon Oakland

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

**I. CONSENT ITEMS**

After answering the questions that arose from the library board about the negatives/positives on the Revenue Report, Ms. Nowell moved and Mr. Tropila seconded the motion to approve the consent items as presented. MOTION . . . passed unanimously.

**II. OPERATING VOUCHERS**

Mr. Tropila questioned why we are paying Electric City Power, Northwest Energy, and Energy West. He was concerned we were being double charged. Ms. Mora explained Energy West is the gas company, and Northwest Energy charges for the transmission of the power we use and Electric City Power charges us for the actual power usage.

Mr. Tropila also asked questions on what the following vendors were/supplies: Black Box (library's telephone maintenance agreement for 1 year), Property and Supply Bureau (Office Supplies), The Library Store for \$3824 (we purchased a desensitizer), and Overdrive for \$4459 (downloadable material.)

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

**III. DIRECTOR'S REPORT**

Ms. Mora began by reporting we had our first budget meeting today with the City Manager and Fiscal Service staff and will have an additional meeting on Thursday to get further explanation on budget lines.

Congratulations, to Justin Mason, Information Department Library Specialist, he has completed his Master of Library Science studies at Rutgers University.

We received the training package through the BTOP grant program which consists of an iPad3, an Amazon Kindle Fire, an Amazon Kindle Keyboard, and Nook Tablet. Also included were \$25 gift cards for Amazon, Barnes & Noble and iTunes to purchase apps for the devices. The

devices will be used to help demonstrate book downloading procedures to patrons and to train staff. They will be available for staff to checkout as well.

The Friends of the Library Book Sale brought in \$3300! Also, Andrew Finch, a Friend of the Library member, has sold the remaining rare books that were donated to the library from an estate sale. He sold them in a batch to a Butte bookseller and brought in another \$3000 for the Friends.

Bunny Albers was the board representative to the Pathfinder Federation for many years and with her resignation, we will need a new board member to be a representative to the Federation. Ms. Nowell said she would be willing to be the new representative.

We have run another add to fill the Bunny Alber's vacancy on the library board. The first time we didn't get any response.

#### IV. CHAIRMAN'S REPORT

Ms. Riesenbergs attended a trustee meeting in Kalispell last month. It was 5½ hours long, so she was unable to get to the Kalispell library. She asked how many sources of revenue they have and it's 12. They are Mill Levies, MSL funding, Info Access Act, State Aid and Per Capita, Private Funds, Fees, Donations and Trusts, Erate, BTOP, POLT, OCLC, MT Memory Project and Federal Project. She also learned about the Budgetary Accounting System and Fundamental budgeting for library appropriations by the government.

Ms. Riesenbergs discussed the Foundation Book-a-thon report that showed when they started in 1990 – 2011. It was impressive to see the growth and the length of time it has continued.

#### V. BOARD REPORTS

Mr. Tropila asked if there was good news on the RFP for a coffee vendor here at the library. Ms. Mora explained to him that the City County Health department will not approve a permit for a coffee vending cart. It has to be built in and have plumbing.

Mr. Tropila asked about some notes in the partial staff minutes; how bad the flood in the basement was, the report about the kids getting stuck in the elevator and what is OCLC. Ms. Mora explained that Bob did a great job with the flooding in the basement and there was minimal damage, it was mostly contained to the annex. Occasionally, we get children or young adults that pull on the elevator doors while it's in motion and the elevators immediately shut down. Unfortunately, when this happens we have to call in Kone (elevator repair) to fix it and it costs us money. And Ms. Nowell explained to Mr. Tropila that OCLC is the Online Computer Center for libraries.

Ms. Nowell expressed how impressed she was with the new State Librarian.

#### VI. OLD BUSINESS

None.

#### VII. NEW BUSINESS

Ms. Nowell moved and Mr. Tropila seconded the motion to approve the Laptop Checkout Policy with the amended fine to \$10. MOTION . . . passed unanimously.

Ms. Nowell moved and Mr. Tropila seconded the motion to approve the Kids Place Policy as presented. MOTION . . . passed unanimously.

#### VIII. PROPOSALS FROM TRUSTEES

None.

#### IX. PROPOSALS FROM OTHERS

Ms. Oakland reported the Foundation has added a total of 4 new members to their board. The board actually added one new seat and replaced three existing members. This is always good because it helps to add to the donor pool with the annual Book-a-thon. Last year was the first year that the foundation added asking corporations for donations and they raised \$4000 from the new corporations. They did have a couple complaints from a few of the corporations but in all it was a success.

Ms. Oakland showed the Radical Reels booklet. They are planning on trying this starting next June. They have gotten lots of good feedback from Dale Pugh who years ago started the Banff Film Festival and has grown into a sold out show every year.

Ms. Oakland reminded everyone the board picnic will be on June 14.

#### X. ADJORNMENT

Adjournment at 5:15 p.m.