

**Great Falls Public Library
Board of Trustees
Tuesday, January 19, 2016
Great Falls Public Library, MT Room
4:30 p.m.**

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

BOARD MEMBERS ABSENT: Ms. Mary Ellen Kropp

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

GUESTS PRESENT: Mary Lehman, Bob Kelly, Brad Livingston

Ms. Riesenber called the meeting to order at 4:30 p.m. and welcomed the City Mayor Bob Kelly and Library Foundation Board member, Mary Lehman.

I. CONSENT ITEMS

Ms. Nowell noted on page 1 of the minutes the last sentence had a typo should read, *Policy and weeded materials are offered to the Friends....*; it had ore instead of are.

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

II. OPERATING VOUCHERS

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

III. DIRECTOR'S REPORT

Ms. Mora started by reporting the library had a dumpster on January 11; we began disposing of the withdrawn books and magazines that have stacked up in the annex over the years. These materials have already gone through our weeding process as outlined in our Collection Management Policy and then offered to several organizations before we disposed of them. We plan to do this more regularly and in conjunction with the end of book sales. Mr. Tropila asked if we had any problems from the public on this; Ms. Mora said we have not.

As of December 31, the Foundation has raised \$34,221.25 from 405 donors in the annual Book-a-thon. We received our first check from the foundation for \$17,110.63 (half the proceeds) to purchase juvenile materials.

The Pathfinder meeting in Fort Benton on May 19 will include a 3 hour session in the afternoon facilitated by Terry Profota from Sage Solutions that will focus on succession planning and is geared toward library boards. Ms. Nowell will have room to carpool if other board members are interested in attending. Ms. Mora will not be able to attend, she will be out of town.

Ms. Mora talked with Brad Livingston at the City Commission meet and greet on January 5. He was pleased to hear about our Adult Coloring Center as he had fond memories of a special date with his wife and they took coloring books to Gibson Park. Mr. Livingston presented the library with a \$200 donation to support the Adult Coloring Center.

We are looking into purchasing a public performance rights license for films this year. The license would enable us to show a wider variety of movies, including children's titles. The Park and Recreation department is also looking into a license and we may be able to partner with them.

Sara Sexe, City Attorney, and Commissioner Bill Bronson are currently working with us to update Ordinance 341 which established the public library in 1910. The ordinance is very out of date. As we move forward on this the board will be kept informed, any drafts of a revision will go to the city manager, the library board and Ms. Mora.

We will be re-advertising for the Youth Services Librarian position this week. Mr. Tropila asked if things are going ok in the Kids Place without the Youth Services Librarian. Ms. Mora said yes things are okay in there and we have been able to keep it staffed with the temporary help of Diane. Both Diane and Sue have done a great job.

Bob Kelly will most likely be the ex-officio for the library board meetings.

We had our first seed packaging party with 15 volunteers and they got 350 packets complete. Ms. Brinkley asked what the procedure will be with patrons. Ms. Mora explained that once we have the program operating we will have patrons checkout the seeds in our system but there will not be an actual return date. We are asking patrons to harvest the seeds after the growing season and bring them back.

Ms. Mora will be contacting Mark Willmarth for a Strategic Planning Meeting. Ms. Mora asked for feedback from the board member on which days and times works best. It varied for everyone so Ms. Mora will see what's available for Mark and go from there.

IV. CHAIRMAN'S REPORT

Ms. Riesenbergs and Ms. Nowell attended a training session the City offered to its boards presented by Dan Clark. Ms. Nowell felt it was helpful and had good reminders for them. Bob Kelly said he spent the next day with the presenter Dan Clark, for more training and said Dan Clark has created text books that are really good and help to explain the City Government and Municipalities. Ms. Riesenbergs also noted that the library board cannot just go out for dinner, as long as there is a quorum, it could be considered an official meeting. Ms. Nowell said that

there were a lot of people in attendance and wondered if the city had always included the Neighborhood Councils. Bob Kelly wasn't sure but said there were about 100 that attended the training. Ms. Riesenber left Ms. Mora a folder she got at the session for her to share with anyone that was interested.

V. BOARD REPORTS

Mr. Tropila:

- Asked about a patron that had been banned from the library for a month (Kyle) due to behavior issues toward staff and saw that he had returned and wondered how it was going. Ms. Mora said since he's been back he's been abiding by the rules. Mr. Tropila asked if we send a letter to let them know when they are allowed back in; no we give them an incident report at the time or attempt to mail it.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

None.

VIII. PROPOSALS FROM TRUSTEES

None.

IX. PUBLIC COMMENT

Brad Livingston, who was recently appointed CEO of the Chamber of Commerce, said to stop in and see him it's just a few blocks down the road. He also would like to add some pictures of Great Falls including the library in their office. Currently there are a lot of military photos in the office but he would like to include more pictures of Great Falls history as well. If the library has any they would like to contribute please contact him.

Bob Kelly said the City Commission is working on recognizing the different City boards and would like to ask the Library Board to attend the February 16 meeting to be recognized. That is the same night as the library's regularly scheduled board meeting and they would be able to hold our meeting then head over to the Civic Center for the commission meeting at 7:00 p.m.

X. ADJOURNMENT

Ms. Riesenber adjourned the meeting at 5:07 p.m.