

**Great Falls Public Library
Board of Trustees
Tuesday, February 16, 2016
Great Falls Public Library, MT Room
4:30 p.m.**

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

BOARD MEMBERS ABSENT: None.

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

GUESTS PRESENT: Mary Lehman, Bob Kelly, Kathleen Gessaman, Ron Gessaman, and Jamie Marshall

Ms. Riesenbergs called the meeting to order at 4:30 p.m. and welcomed the guests to the meeting.

I. CONSENT ITEMS

Ms. Nowell moved and Ms. Brinkley seconded the motion to approve the consent items with a change in the Consent Agenda, the months should read January not December. MOTION . . . passed unanimously.

II. OPERATING VOUCHERS

Mr. Tropila had a question on the Vendor Summary Report about the vendor Kone and what service did they provide to be paid \$3771.18. Ms. Mora explained it's our maintenance agreement to service the library's elevators.

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

III. DIRECTOR'S REPORT

Ms. Mora started by reporting the GFPL Foundation approved funding requests in the amount of \$25,000 for materials and an additional \$13,156 was approved to put towards installing self-checkout units in the Circulation Department. That amount will not cover the entire cost associated with the project but we will request additional funds in the fall. Mr. Tropila asked about the self-checkout. Ms. Mora said we are looking at purchasing 2 units and they would be arranged at the Circulation counter. We may have to have new Circulation counter made/designed to accommodate these machines.

The Foundation also received \$5,000 from the Davidson Family Trust. One half of the funds will be dedicated to the Book-A-Thon for purchasing juvenile materials. The remaining half has been earmarked for continuing education expenses for the library staff.

Our automation system (SIRSI) migration is scheduled for February 22-24 and we are still on track for those dates. During that time we will only be able to checkout/check-in, run inquiries against the databases and use the online catalog. Placing holds and notification of filled holds and over dues will not be available until the migration is complete.

We have re-advertised the Youth Services Librarian position. The first review of the applications will be after February 19, although will remain open until filled.

Gwen Carter, Circulation Supervisor, will be retiring effective March 31 after 30 years of dedicated service to the library.

IV. CHAIRMAN'S REPORT

None.

V. BOARD REPORTS

Mr. Tropila:

- Attended Debbie's Saturday book club and it continues to grow. He reiterated what a good job she does and loves her cooking (snacks).
- Thanked the GFPL Foundation for all they do to help support the library.

Ms. Nowell

- Attended the Black History event the library hosted and she felt it was a great event.

Ms. Brinkley

- Attended the Foreign Film this past week and she felt it was good food for thought and done well.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

Ms. Mora reviewed the proposed revisions of the library ordinance with the library board and guests. Ms. Nowell was concerned about the wording in Section 1 that specifically lists reading and other educational activities (she doesn't want it to be so limited because libraries offer so much more than books and educational resources).

Ms. Kropp suggested in Section 4 part 5, that instead it reading, *In July of each year*, to change it to, *Yearly*, as we usually do not hold a meeting in July.

Ron and Kathleen Gessaman suggested the following:

- In Section 4 and 5, Board of Trustees should be capitalized.
- In Section 4, the Mayor should be capitalized.
- In Section 5 number 2; they felt it should be more clearly defined what *shall assume those functions additionally* means. Mr. Kelly felt that was a good question and thought maybe it was referring to budget presentation but agreed it was good to have it clarified.
- In Section 5 number 3, change the language from *once each calendar year* to *once each fiscal year*.

Mr. Tropila asked what the process is for this ordinance to cycle through. Ms. Mora said it has to be vetted by the City Attorney and once we have a final version, it will have a first and second reading at commission meetings before it is voted on. The library board will see it before it goes to the commission.

VIII. PROPOSALS FROM TRUSTEES

None.

IX. PUBLIC COMMENT

Mary Lehman said the GFPL Foundation's annual Book-A-Thon brought in more money this year than last.

Jamie Marshall and her family relocated to Great Falls six years ago. She and her husband have three children that regularly attend events at the library. The Marshalls have helped sponsor the Kids Place Summer Reading Program for the past several years. They have enjoyed the Kids Place events and wanted everyone to know how important and what a vital position the Youth Services Librarian is to the library and that it is very important to fill that position. She thanked the library for all we do for the community.

X. ADJOURNMENT

Ms. Riesenbergs adjourned the meeting at 5:05 p.m.