

**Great Falls Public Library
Board of Trustees
Tuesday, October 24, 2017
Great Falls Public Library, Montana Room
4:30 p.m.**

BOARD MEMBERS PRESENT: Ms. Dea Nowell, Mr. Mitch Tropila, Ms. Mary Ellen Kropp, Ms. Jane West, and Ms. Whitney Olson

BOARD MEMBERS ABSENT: None

EX OFFICIO BOARD MEMBERS PRESENT: Mr. Bob Kelly and Ms. Jane Weber

STAFF PRESENT: Ms. Kathy Mora and Ms. Sara Linder-Parkinson

GUESTS PRESENT: Ms. Mary Lehman and Mr. Paul Stephens

Ms. Nowell called the meeting to order at 4:30 pm.

I. AGENDA APPROVAL

Ms. Nowell asked for any updates to the agenda. None requested

II. CONSENT ITEMS

Ms. Olson asked about the prior year total on books and subscriptions on page 16. She pointed out that the prior year total was zero and Ms. Mora stated that at the end of the fiscal year the books and subscriptions are moved to capital assets.

Ms. Kropp asked about the salaries on page 13. She wanted to know if the cost was higher due to being open now on Sundays. Ms. Mora stated yes but it looks like we are right on budget at this time.

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

III. OPERATING VOUCHERS

Ms. Nowell asked for any questions on the operating vouchers. None were presented.

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

IV. DIRECTOR'S REPORT

The Holiday and Board Meeting schedules are an agenda item and will be talked about later in this meeting.

The repair to the water lights has been completed finally. Thank you to Mr. Bob Miller for taking care of this project. We will have to wait until the spring to see if they had sealed and will stop water from damaging the lights. This was a project that was financed by the Great Falls Public Library Foundation.

The Kids' Place will be receiving some interactive play walls and installation will begin soon. Some of the items have already arrived and some will be here in about 2 months. Thank you to the Friends of the Library group for purchasing the play walls for the Kids' Place.

Ms. Mora stated that we were still working with other City departments and McKinstry on an interdepartmental energy savings project. McKinstry is tracking larger equipment at this time to look at usage. This project is going to be ongoing and could bring down cost or the time that it takes to recoup the savings. Mr. Tropila asked who would pay for the repairs that were recommended and Ms. Mora stated that we would use reserves or financing can be obtained for the whole group. Ms. Weber said that the County has done this as well and did LED conversions with many buildings and saw considerable savings. She also mentioned that you could purchase insurance from the company that if you don't hit your targets that they set out you can get a refund. That can be a great deal if you don't hit your targets. Mr. Kelly stated that Ms. Mora explained everything very well and some deterrent is the cost of debt. It will be great if it can be recouped but it would have to be put to the voters for permission to go into debt. Mr. Kelly recommended that a Board Member be present for the meetings. Mr. Tropila agreed that he would attend the meeting with McKinstry to be a part of the process.

Ms. Mora wanted to thank Ms. Susie McIntyre and Ms. Linder-Parkinson for working together to reconcile the materials expenditures between our automation system and the City system. This has been a long process but now it should be able to be reconciled each month.

The Great Falls Public Library will be hosting the Offline Retreat on February 2nd and 3rd. Ms. Sara Kegel and Ms. Mora are working together to set up presenters. The retreat will be very informal and technology based. It is a great way to network with other Libraries about the technology and software that they are using.

V. CHAIRMAN'S REPORT

Ms. Nowell stated that she would be attending the Federation meeting in Fort Benton and there should be a State Library Consultant there.

VI. BOARD REPORTS

Mr. Tropila attended the book club that was run by Ms. Debbie Stewart. He stated that it was well attended and wanted to send a Good Job to Ms. Stewart as she puts in a lot of work for the book clubs. Ms. Nowell asked if other book clubs are well attended. Ms. Mora stated that some outreach by staff brought people in and most of the book clubs are well attended.

Ms. Weber wanted to point out the good press that the Library was getting in the Tribune. Mr. Tropila also stated that Ms. Jude Smith is getting it to KGPR as well. She is doing a great job getting the word out.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

The 2018 Library Board Meeting schedule was presented on page 23. Ms. Mora explained that we wrote the schedule as we have in the past. Traditionally the Board does not meet in July but that is open to change. Ms. Mora also explained that we changed the meeting in December to the 3rd Tuesday as the 4th Tuesday would have us meeting on Christmas Day. Ms. Kropp thought having a meeting in July and not in December would be better. Ms. Nowell explained that we could accept the schedule now and adapt at a later time. Everyone agreed.

Ms. Kropp moved and Mr. Tropila seconded the motion to approve the 2018 Library Board Meeting Schedule as presented. MOTION . . . passed unanimously.

The 2018 Library Holiday Schedule was presented on page 24. Ms. Mora stated that this schedule is always a bit difficult to figure out and is always different from the City schedule. There was no discussion.

Mr. Tropila moved and Ms. West seconded the motion to approve the 2018 Library Holiday Schedule as presented. MOTION . . . passed unanimously.

IX. PROPOSALS/COMMENTS FROM TRUSTEES

A question was asked about page 30 in the staff notes it mentioned that the police came twice because of pouches. Ms. Mora responded that there was suspicious behavior by a few patrons and the police were called. There was a good response time from the officers and they handled the situation. Mr. Tropila noted that the staff is very aware of what is happening in the library and he has witnessed that personally. Ms. Nowell stated we have good staff and they do a good job.

X. PUBLIC COMMENT

Mr. Paul Stephens was present to talk to the board about the withdrawal process and his opposition to it. On July 20, 1994 he drafted a 16 page letter that he presented to the board at that time as well as the previous Library Director, after 2 years of protests regarding the weeding process of books. His major concern is the collection policy and he mentions this on his word press account. He believes that the library is throwing away important resources and they cannot be replaced. Mr. Stephens left the letter with Ms. Mora and she said she would get a copy of it to all Board Members. He would like to see the withdrawal process stop and save the books. He then had a discussion on the Patriot Act in regards to libraries and it was his thoughts that this is why collections and patron usage are down. More discussion was held and Ms. Mora pointed out that the Library Board being autonomous is State Code. There was a question asked by the board about the collection policy and a request was made that a link to this policy be sent to every board member to which Ms. Mora agreed. Ms. Mora also stated that in each board policy binder that was handed out there is a paper copy of the policy. Ms. Nowell mentioned that there is a difference with the items that we have here as it is a Public Library not a Research Library.

Ms. Lehman wanted to let everyone know that the Foundation is gearing up for the Book-A-Thon that will start on November 8th.

XI. ADJOURNMENT

Ms. Nowell moved that the meeting be adjourned. Meeting adjourned at 5:19 pm