

**Great Falls Public Library
Board of Trustees
Tuesday, May 22, 2018
Great Falls Public Library, Montana Room
4:30 p.m.**

BOARD MEMBERS PRESENT: Ms. Dea Nowell, Ms. Whitney Olson, Ms. Sam DeForest and Ms. Mary Ellen Kropp

BOARD MEMBERS ABSENT: Mr. Mitch Tropila

EX OFFICIO BOARD MEMBERS PRESENT: Ms. Jane Weber and Mr. Owen Robinson

STAFF PRESENT: Ms. Kathy Mora, Ms. Sara Linder-Parkinson, Mr. Paul Lloyd-Davies and Ms. Eva McDunn

GUESTS PRESENT: None

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

We had staff introductions at the beginning of the meeting. Mr. Lloyd-Davies and Ms. McDunn explained what positions they held at the Library and a description of their jobs. They left after their introductions.

I. AGENDA APPROVAL

None

II. CONSENT ITEMS

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

III. OPERATING VOUCHERS

Ms. Olson asked what the charges were for Morrison Maierle and Ms. Mora advised that this is for the firewall configuration.

Ms. Olson inquired about the Faronics charges on the credit card and Ms. Mora explained that was for the public computers and it cleaned the computers after each usage. This is an annual fee. Ms. Nowell stated that this is a common tool in libraries and Ms. Mora stated that it also warns people 10 minutes before the computer is going to shut down.

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

IV. DIRECTOR'S REPORT

Ms. Kropp has started working on the textbook project and there is about \$20 coming in from a batch of books that she collected. It will take time to see how the project will go.

Summer Reading has a theme of "Libraries Rock" this year and we again have had a generous donation from Marshall Orthodontics of \$2,000. We also received a donation of \$200 from Achieve Montana to sponsor a program for Summer Reading. These donations will go towards the music themed programs and musical instrument creations and activities.

Ms. Mora advised that we would be starting a Grab and Go collection in the fall and we have received a donation from AAUW for \$1,000 that we will be putting towards purchasing shelving for this project. We also received a \$300 private donation and will utilize that for this collection as well. The Grab and Go collection will possibly replace the book lease program because it is more cost-effective. These books will be available on a 1st come 1st serve basis and there is no holds available on them.

On July 26th we will have a webinar that was purchased through the American Library Association titled "How to Respond to a Security Incident in Your Library". This will take place from 12:30 – 2:00 and we will have as many staff members available as possible to attend. If you are interested in attending you are welcome to join in. The webinar is being put on by Dr. Steve Albrecht and we have his book "Library Security: Better Communication, Safer Facilities". It was suggested that the Police Department be invited to attend the webinar as well and Ms. Mora will contact them.

The Uptown Optimists' Club will be restriping the parking lot on June 10th starting in the morning. This was done several years ago and is now in need of new paint.

V. CHAIRMAN'S REPORT

Ms. Nowell reported on the Federation meeting that she attended in Fort Benton. This is a meeting that takes place twice a year. Some of the topics that were discussed were; plan for service, a new coordinator, a report from the Montana State Library, Tool kits for communities to use, and there was an education piece about futures of libraries and trends to watch. The report from the State Library stated that they were working with Banik to bring more awareness to what libraries do. Ms. Olson asked how many Federation members there were and Ms. Mora reported that there were 15 in our location but there were 6 other Federation sites in the State of Montana. The trends to watch for in libraries is aging advances, creative place making, design thinking, gamification, internet of things, privacy shifting, sharing economy and voice control. Ms. Mora stated that the privacy shifting is worrisome to staff when people are using personal information on websites. They really try and educate patrons.

VI. BOARD REPORTS

Ms. Olson reported that she attended the Junior Booktasting again this month and it was fun. She stated that she saw the calendar for Summer Reading and it looked like there were a lot of good things happening.

VII. OLD BUSINESS

Ms. Olson wondered about the Courier situation and how things were working out. Ms. Mora reported that the new Courier is Montana Air Cartage and we got off to a rocky start due to a sorting issue but it is being looked into and hopefully will be corrected.

VIII. NEW BUSINESS

None

IX. PROPOSALS/COMMENTS FROM TRUSTEES

Ms. Olson asked what the Crafts Council listed on Ms. Mora's itinerary was and she explained it was the maintenance union.

Ms. Olson inquired about the status of the McKinstry project. Ms. Mora reported that she was not sure as there was some unease over the administrative costs and she is not sure that it would go forward. The upfront cost on this project would be 2 million dollars.

Ms. Weber shared her Congratulations with Ms. Mora and staff on the Elsa Award. Great Job!

X. GFPL FOUNDATION REPORT

None

XI. PUBLIC COMMENT

None

XII. ADJOURNMENT

Meeting adjourned at 5:15pm