

**Missoula Public Library**  
**BOARD OF TRUSTEES MEETING**  
**October 24, 2018**  
**6:00 PM**  
**Director's Office**

**ORDER** The meeting was called to order at 6:00 by Rita Henkel

**ROLL CALL** Members present were: Audra Loyal, Matt English, Margaret Wafstet, Rita Henkel, Barbara Berens, Becky Mosbacher by phone, and Honore Bray.

**OTHER** Tim Mosbacher by phone, Brandon Prinzing, A&E Architects

**MINUTES** Becky Mosbacher made a motion to accept the minutes of the August 22, 2018 meeting as presented, motion carried.  
Margaret Wafstet made a motion to accept the minutes of the September 26, 2018 meeting as presented, motion carried.

**CITIZENS COMMENTS – None**

**CLAIMS** The claims from August and September 2018 were discussed. Audra Loyal made a motion to accept the claims as presented. Motion carried.

**STATISTICS** Discussion on the August and September 2018 statistics took place.

**DIRECTOR'S REPORT**

The Front Street Door was broken at 1:30 AM on Thursday, October 18, 2018. The individual that broke the door reported it to the police.

I have again been talking with the Mayor about the concerns users have about the clusters of people standing outside the Front Street doors. We have again offered Pop-up Police Department Space in the Library. I have shared the comments we have from users with the Mayor.

There is a student from the Social Work Dept on campus working with us. We hope this helps bring concerns to the forefront and help us solve what we can in-house.

**Unfinished Business**

**Building Project-** Brandon Prinzing gave an update on where the project is at this point. Concrete footings are in place, walls will begin to be poured and Columns will be poured.

There is an update on the library website  
<https://www.missoulapubliclibrary.org/grow/>

**Foundation Updates –Not at this time**

**OTHER OLD BUSINESS:**

**NEW BUSINESS**

3D Scanning and Printing Policy – first reading

Mobile Access Policy – first reading

Update of Personnel Policy – this was discussed and evaluated for several months. The end of February is when we first talked about them, they were purchased March 5<sup>th</sup> and we have worn them since. Board members and staff have had comments from the public about the visibility of staff in the building. The police have comments about the visibility of the staff when they enter the building and there isn't someone at a desk. It is easy for them to look around a see who works here.

Honore presented some comments given to her about why some staff are not happy about wearing vests. Following discussion a motion was made by Matt English that the Policy manual be updated with new wording on wearing vests to replace name tags, due to safety and identification of Library Staff. Motion carried.

A committee has been formed for the new building. The library has two members and other Partners each have one.

Food for Fines – Elizabeth requested a Food for Fines week the first full week of December. Rita Henkel made a motion to have Food for Fines replace fines only, not lost or stolen items or fees, on the first full week of December, 2018.

**Other New Business:**

**Audra Loyal** has been serving as a liaison between the Trustees and the Foundation for the past several months. She was asked to join the Foundation Board at their September meeting. If there is not a conflict of interest she is willing to serve in that capacity. After discussion there were not concerns so Audra will join the Foundation board.

**Next meeting: Wednesday, November 28, 2018 in the Director's Office at 6:00 PM**

**ADJOURNMENT**

Respectfully submitted by:

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Honore D. Bray, Director Date

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Rita Henkel, Chair of the Trustees Date