

Missoula Public Library
BOARD OF TRUSTEES MEETING
July 24, 2019
6:00 PM
Director's Office

ORDER The meeting was called to order at 6:00 by Barbara Berens

ROLL CALL Members present were: Margaret Wafstet, Becky Mosbacher, Rita Henkel, Barbara Berens, Audra Loyal, Forrest Boughner and Honore Bray. Matt English was excused.

OTHER Jon Sears- ae Design, Karl Olson – MPL Foundation

CITIZEN COMMENTS ON ANYTHING NO INCLUDED ON THE AGENDA

None

CHANGES TO AGENDA – Bruce Newell will be moved from New Business and will follow the discussion of the minutes.

MINUTES Becky Mosbacher made a motion to accept the minutes of the May 22, 2019, The Chair asked for discussion concerning the comments of Frank Scariano and if that was really the intent of the conversation. Following a discussion about the intent the wording was changed to:

Frank Scariano commented that the Friends, Staff, Trustees and Foundation have worked very hard to plan and raise the funds for a World Class Building. The Foundation would like to request that a World Class Executive Director be hired and not a Librarian. Honore explained that is against State Law. Rita thanked Frank for his comment and said the board would keep his comment in mind when that time rolls around. Rita then asked Honore when she planned to retire and she answered around June of 2021 if all goes as planned.

Becky Mosbacher made a motion to accept the minutes as amended. Motion carried.

CITIZENS COMMENTS – None

BOARD TRAINING BY BRUCE NEWELL – STATE LIBRARY COMMISSIONER

Bruce Newell congratulated the Library Trustees, Friends, and Foundation for creating such a great Library for Missoula and thanked them for taking the Risk of trying something new that will provide the individual service people need. He asked that once it is established the Library share their story with the State of Montana.

Bruce presented the three duties of the Library Trustees in Montana as stated in Title 22 of the Montana Code Annotated. They are 1. Hire a competent Director/Head Librarian with an MLIS advanced Degree from an ALA Accredited Program. 2. Create Policy for the Library. 3. Help create a Budget with the Director to present to the County Commissioners.

His recommendation was noses in and fingers out for Trustees. They need to be interested in what is happening and support the Library but they don't run the Library the Director does.

The second piece of information was directly dealing with a Director for a Population of over 25,000 in the State of Montana. Rule 10.102.1150E, *Human Resources Standards: Library Director*: is where it lists the essential standards for public libraries in Montana. These rules must be followed when hiring a Library Director.

The third piece of information was The State Libraries new resolution concerning "Fair Access for All Montanans". Bruce explained that the service model MPL will be using in the new building is exactly what this resolution is about. The information needs of each individual who uses a library are different and they should leave with the particular need they have being met rather than just treating all as one. Numbers don't show how one's needs are met but stories from individuals are what will show if libraries are meeting the needs of the users.

CLAIMS Barbara Berens asked that the financials be changed from Board meeting to Board meeting and that they now show monthly to coincide with the County Accounting System. (The change was made for this meeting.)
Margaret Wafstet made a motion to accept the claims as presented, second by Audra Loyal. Motion carried.

STATISTICS June 2019 were discussed.

DIRECTOR'S REPORT

Library Tour for Board Members – Barbara Berens asked for a tour for the Library Board members. It will take place at 5:00 on September 25th. Meet in the Director's Office.

August Board Meeting will take place at the Swan Library at 10:30 on August 28, 2019. Following the meeting a tour of the Seeley Lake Library will take place.

Water Room in the new library have been tightened up and there will no longer be one large table in the room, the plan is for two smaller tables that will meet the needs of the Partners who will be using this space for educational purposes as well as the users experiencing play with water. The room will be very dynamic and keep the interest of the users for more than just a few minutes. Many Partners will be presenting programs in this room such as the Clark Fork Coalition, and MSLA water.

Home Delivery one of the users of this service passed away and his family has donated his collection to the library. It will allow the fiction selector to fill in

items that are missing and tattered in the collection. He really appreciated his home delivery staff person and it was a pleasure to serve him.

Strategic Planning for MSLA Co. begins in October for the Department Heads. Elizabeth and Honore will be attending the three day training and once complete begin working on the new Strategic plan for MPL. The current Library SP expires in 2020. Elizabeth will be heading up this project.

New County Payroll System is being rolled out. It will be a dynamic system and improve on time it takes the timekeepers to do their preparation for their department's payroll biweekly. The Library is one of the larger payrolls so it will be one of the last to be integrated.

Final Budget Hearing is August 22, 2019

Owner Contact for Building Project all requests for information from Architects or DAC should be sent to the Director's Office for clearing. Each outside request can take up to 2 hours for resolution and that is two hours taken away from the critical path of the project. Following the Foundations tour on August 14, all tours will take place after 5 PM.

Unfinished Business

Building Project- Jon Sears report –

The 4th floor of the building is poured and uprights will begin being positioned in August. First floor is roughed in, electrical and plumbing is laid, and raised flooring is being placed. Second floor rough in has begun, the building has been wrapped in plastic to control the atmosphere as well as can be expected. Soon windows, and door frames will be installed. The west side of the building has a trench for the footings for the deck off the Coffee Shop.

For more progress follow the link below.

<https://www.missoulapubliclibrary.org/grow/>

Honore reported that the budget at this time looks to be close to \$400,000 short but as bids are coming in for furniture etc. there is hope some of those funds will be repurposed. As soon as a closer picture is available she will report the need.

Safety and Security Contract Bid the budget had \$90,000 available for the Safety and Security equipment for the building. One bid was obtained for the equipment and installation at \$120,000. There is a savings of \$30,000 in the Materials Handling System so the funding is available. Barbara Berens asked for the reason why we were not going out to bid again. Honore explained that due to all the construction going on there is not availability of companies for the job. The company that bid the job is also the company doing the Missoula Public School Contract. Jon explained that reopening bids would put the project behind because DAC is ready for this company to begin installation. Following discussion Barbara Berens signed the contract.

