

Missoula Public Library
BOARD OF TRUSTEES MEETING
January 26, 2011
6:00 P.M.
Director's Office MPL

ORDER The meeting was called to order at 6:00 by Chair, Neal Leathers

ROLL CALL Members present were: Neal Leathers, Christine Prescott, Rita Henkel, Margaret Wafstet, and Honore Bray. Brenda Jackson and Becky Mosbacher were excused.

OTHER Lisa Mecklenberg Jackson, PR Librarian

MINUTES December 22, 2010 minutes were approved as corrected. Motion by Christine Prescott

CITIZENS COMMENTS None

CLAIMS Rita Henkel made a motion to accept the claims as presented, motion carried.

STATISTICS Novelist Plus – The Stats sheet show the use of this database but the numbers are turned around. Here is how it should read; searches made through the database link are 85for December and 164 for last year.
Searches made through the catalog link are 24,134 for December because as the catalog records load they now pull the novelist plus information into the display on the screen. This is much easier for patrons looking for series information. It does slow the loading of the page down because of the amount of information being accessed but the benefit is worth it.

DIRECTOR'S REPORT

Written report in packet

Old Business

Heating Coil – The coil is replaced and the library was closed on Friday while the work took place. Most of the staff worked and did not use vacation.

Planning for Growth – Following discussion the following direction was given

*Honore will check with Johnson Controls on a price for an entire new HVAC system.

*We will begin to see what sources of revenue there is for a new building

*Can we form Partnerships with other agencies that could pay rent?

*Foundation can begin to identify donors for the building/renovation

*After determining the amount of funding that could be raised then figure what amount of money would need to be levied. Consult the Commissioners for their opinion on how much people would be willing to pay per month.

Focus on what we could provide the taxpayers rather than how much the cost would be.

*Honore is waiting for final report from Oz, then will talk about presenting in some fashion.

BTOP update – Broadband Technology Opportunity Program

A bus has been identified and Jim Semmelroth will travel to California to bring it back. Honore passed around the justification for purchase. Honore has contacted the Auditors office concerning the procurement of the vehicle
The bus will be housed at the County Road Department facility
Risks and Benefits has been contacted concerning insurance

Emergency Closing Procedure – First Reading of the draft policy

Once the emergency handbook is in order then a policy can be drafted that better fits our situation. The Trustees do not want to take the power away from the PIC at the library, whether it is the Director or one of the Reference staff. If a situation occurs that a closure is necessary a decision needs to be made in house ASAP.

Service Animal Policy – First Reading of the draft policy

2nd reading at the February meeting

Library Cards Policy– suggestions from staff

Addition – Wording concerning accounts that are not in good standing. More discussion will take place at the February meeting.

Collection Agency Revisited

About four years ago there was discussion concerning a collection agency for large amounts of materials that are lost or have not been returned. A decision was made at the time to table the idea. Since the slump in the economy the situation has gotten worse. After reviewing the minutes from the last vote the CA will be discussed at the February meeting. Honore will visit with other libraries using the service and find out their results.

Other Old Business

NEW BUSINESS

Donation of Stocks

The library received an anonymous donation of \$1000 in stocks. In keeping with the donation policy the stock will be turned over to the Foundation and they will liquidate or add it to their portfolio.

Other New Business –

Lisa reported that Frenchtown is celebrating their 3rd Anniversary on Feb. 10 with dessert and a movie. The festivities begin at 6 PM

Lolo School is interested in becoming a Branch of MPL once they join the Shared Catalog.

Next meeting – February 23, 2011 at 6:00 in the Director’s office at MPL

ADJOURNMENT

7:45 PM

Respectfully submitted by:

Honore D. Bray, Director Date

Board representative:

Neal Leathers, Chair Date