

Missoula Public Library
BOARD OF TRUSTEES MEETING
March 23, 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, Becky Mosbacher and Honore Bray. Brenda Jackson was excused.

OTHER Elizabeth Jonkel, Assistant Library Director, Cassandra Parker, Marje Doyle, Reference Librarian

MINUTES February 23, 2011 minutes were approved. Motion by Becky Mosbacher

CITIZENS COMMENTS Marje Doyle invited the Board of Trustee members to a breakfast on April 30, 2011 at 8:30 A.M. to honor Library Volunteers.

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

STATISTICS

DIRECTOR'S REPORT

Additions to written report

Jim McDonald has installed book drops at Big Sky High School, Frenchtown High School and Barnes and Noble. He will cut the tops off the old drops from B&N and K Mart to make them dual drops so users can place AV and other materials in the same book drop. At this time the B&N and K Mark drops are restricted to just books. We will be billed for the two new tops in the new fiscal year. We will at that time have one extra book drop that we will place at the Lolo Branch in the fall.

Old Business

NEW MPL Website demo by Elizabeth Jonkel
The new site should go live on April 1, if all goes as planned.

Planning for Growth – Lolo School was granted a LSTA startup grant to join the Shared Catalog. Once they are active in the catalog then they will become a Branch of MPL.

BTOP update – Broadband Technology Opportunity Program

The bus is at the County Road Lot. Four contractors attended the walk through last Friday to begin the bid process. The bids are due in two days and we will award the contract next week.

Collection Agency Information

Honore is waiting for sample letters from Unique Management
The charge is \$8.95 per case turned over to Unique Management
They send several letters to the individuals prior to turning the case over for collection
Bozeman, Billings, Great Falls, and Kalispell have all reported good results and they pass the fee on to the users by adding a \$10 fee
The above libraries also deduct fines from the amount they send to Unique. Only lost or damaged materials are sent in for collection. The older the bill is the less

likely the library is to recover materials. At that point we have probably replaced the item so money is a better option than the items.
Cassandra asked if the user is charged the fee with the first letter they receive and Honore will have to find out.

New Accounting System

The County has upgraded accounting systems from Black Mountain to CSA and our reports may be incomplete for a few months. The one thing we know is the reports will look different.

We have just been trained and it seems to be taking more time than the previous method of processing claims. Paula is spending a great amount of time running back and forth between the Courthouse and the Library.

Alarm System

It is in the process of being installed and staff will be trained by the vendor

Cake and Retirement

We will have a retirement reception for Christine Jorgensen on April 28, 2011, from 3-5 in the Reference area. The County Commissioners will be contacted so they can present her retirement gift from the County.

Tamarack Federation meeting April 29 – 30, 2011

The meeting will take place at Marina Cay in Big Fork. Business meeting on Friday starting at 1:00 followed by dinner on your own and book repair 101 at 7:00 P.M.

Saturday will be fully packed with Tom Lipinski and library policy training, Tracy Cook will present Library Board training, a speaker from the Kalispell will present Trust in the Work Place and one of the Librarians from FCL will present on creating Non-fiction Collections.

Christine Prescott is the Chair of the Federation until July 1, 2011

If any members are interested in attending please let Honore know so she can make reservations.

MLA in Billings

Eight staff will be attending MLA April 6 – 9. Jim will be the Technology Guru for the conference.

Other Old Business

NEW BUSINESS

Baker and Taylor/Ingram

The library will be changing material jobbers from Ingram to B&T. B&T gives greater discount on all items. On most items we will be receiving 4% more and on music it is between 15 and 25%.

Montana Shared Catalog Meeting

May 5 & 6 in Missoula at the library, Holiday Inn, and church across the street

Other New Business –

Addition to the Policy on Library Cards first reading

Next meeting – April 27, 2011 at 6:00 in the Director’s office at MPL

ADJOURNMENT

Respectfully submitted by:

Honore D. Bray, Director Date

Board representative:

Neal Leathers, Chair Date