

**Missoula Public Library**  
**BOARD OF TRUSTEES MEETING**  
**September 24, 2014**  
**6:00 Director's Office**

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

**ROLL CALL** Present were: Becky Mosbacher, Kathi Doney, Rita Henkel, Margaret Wafstet, Christine Prescott, Matt English and Honore Bray.

**OTHER**           Geoff Badenoch

**MINUTES**       Becky Mosbacher made a motion to accept the August 20, 2014 minutes as presented. Motion carried

**CITIZENS COMMENTS** – NA.

**CLAIMS**          Christine Prescott made a motion to accept the claims as presented. Motion carried

**STATISTICS**

**DIRECTOR'S REPORT**

- In Packets
- 240 Adults participated in the Adult Summer Reading Program in addition to the Family Summer Reading Program
- Big Read Calendars were handed out with the highlights covered
- The State Aid Per Capita Per Sq Mile check was received for the amount of \$39,018.71
- The non-profit, CubePro.doc donated a CubePro Trio 3D Printer to MPL. They were looking at MakerSpace websites and they liked what MPL does.

**UNFINISHED BUSINESS**

**Planning for Growth**

The Library Board of Trustees prepared a Resolution to establish Policies and Procedures for the Planning and Development of a New Public Library for Missoula County. The resolution is a culmination of all the work that has been completed in the past four years and gives clear direction for the immediate future of the project. Becky Mosbacher made a motion to adopt the "Resolution of the Missoula Public Library Board of Trustees to Establish Policies and Procedures for the Planning and Development of a New Public Library for Missoula County" as amended. Motion carried. A copy is attached

Margaret Wafstet made a motion giving Honore direction to contact the Foundation and the Friends Boards for the submission of up to three names of individuals from their organizations that would be interested on serving on the "New Building Design Committee". Motion carried

**Coffee Shop**

Christine Prescott made a motion to accept the changes to the Real Property Lease Agreement for the Coffee Shop space in the library as discussed. Motion carried

**Director's Salary Letter**

The Library Director has not had a salary increase for the past three years due to oversight. In that time all Library employees have received a 2.5% increase based on the increase given to County Non-Union and Union Employees. Kathi Doney made a motion for the Board to write a letter to HR requesting a 7.685% increase, retroactive to the last three years in 2011. Motion carried.

**NEW BUSINESS**

**Policy – advertisement of meetings**

Becky Mosbacher made a motion to accept the new Public Participation Policy. Motion carried.

**Public Participation Policy**

The Missoula Public Library Board welcomes public input at its meetings. Each agenda item (unless specified otherwise) will be open for public input. During the comment period only. To assure adequate notice and assist in public participation, the agenda will be posted at least 48 hours before the meeting on the library doors, and the City website.

<http://www.ci.missoula.mt.us/1149/AgendasWebcastsMinutes>

Generally the board meets monthly on the fourth (4<sup>th</sup>) Wednesday of the month, at 6:00 P.M. in the Director’s Office. On occasion the board may call a special meeting or need to change the time and date of the monthly meeting. Notice of such changes will be given at least 48 hours before the meeting and will be posted on the locations listed above.

Everyone wishing to speak must sign in . with his/her name, address, and contact information to allow for accurate spelling of names and identification of those speaking on the various items for inclusion in the official minutes of the meeting. The form will be available on the table in the meeting room.

Comments may be given orally or in writing. A person will have three minutes for oral comments. Written comments should be submitted to the library director at least 24 hours prior to the meeting.

During Board deliberation, the public will not make any comments unless responding to a specific question asked by the Board Chair. (04/08), (02/2014, (09/2014)

**Other New Business –**

**Next meeting: October 22, 2014 in the MPL Directors Office at 6:00 PM**

**ADJOURNMENT**

Respectfully submitted by:

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Honore D. Bray, Director Date

Board representative:

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Rita Henkel Date