

Missoula Public Library
BOARD OF TRUSTEES MEETING
July 26, 2017
6:00 PM
MPL Director's Office

ORDER The meeting was called to order at 6:00 by Vice Chair, Matt English

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

OTHER None

MINUTES Becky Mosbacher made a motion to accept the 6-28-2017 minutes as corrected. Motion carried

CITIZENS COMMENTS – None

CLAIMS Following discussion concerning the dates on the Budget Report, Audra Loyal made a motion to accept the claims as presented. Motion carried

STATISTICS Discussion took place concerning how the library gets the numbers of individuals that visit a day. Honore explained that a people counter is used and can be followed live by the accounts desk. A formula is used to only count half the number each day adjusting for people entering and then exiting the building.

DIRECTOR'S REPORT

Swan Valley upgrade: The SV Branch has a new roof, the logs have been sand blasted, oiled and chinked, a split heat pump has been installed to this point. In August new electrical outlets and lighting will be installed. Once the electrical work is complete Pierce Flooring will lay the new carpet and the new shelves will be installed. The only thing left at that point are shades on the windows. Colleen, Honore and Elizabeth are working on a plan for moving books for flooring and moving them back once the shelving is put in place. One of the Community Board members made a large sign so it is visible from the Highway. Once this is complete the library will be in compliance with the Department of Health and Safety Report completed in 2016.

RFP for Coffee Shop in new building: Barbara Berens will begin work on an RFP for the CS. By law the new Coffee Shop must have an RFP. Board members will let Barbara know if they can think of any additional items to add to the RFP and Barbara will present a Draft at the August meeting.

Unique Management: A library materials recovery company *will* continue to manage accounts with bills over \$74.95. The library adds the \$10 recovery fee to the users account with hopes of recovering the fee from the user responsible. They are showing a 50% gain/loss ratio so we will continue to use the service until it doesn't appear to be working.

Department of Revenue: Assessments were received by the City for the Payne Property. The property has been listed as Tax Exempt because it is a City/County Property.

Climate Smart Missoula: Is monitoring the air in the Library again this year. The library is listed in 2016 as a safe place for those with breathing issues.

Detention Center: We will be visiting with the Detention Center concerning library outreach to the Detention Population. More information will be shared once a plan is made.

Unfinished Business

Building Project: Zoning of the McWhirk Block 5 and 6 is complete. Brandon Prinzing and Chris Martison did a great job on the application with help from the team at the City of Missoula.

The City Police have been using the fenced off block to do trainings in the Department. They will continue to use the property till it is deconstructed.

The Architects need to cancel the August 16, public meeting. The project is over budget as planned so they are working to cut the needed amount out of the plan so they are ready to show the final design. It will still include all the needs of everyone but will be designed differently to accommodate for the \$35 Million dollar budget.

Deconstruction of Payne Property: The first report from Nikki Manning has been received. As the project continues there will be a plan of what will be deconstructed and what has little if any historical significance.

Architects Briefing: NA

OTHER OLD BUSINESS:

NEW BUSINESS

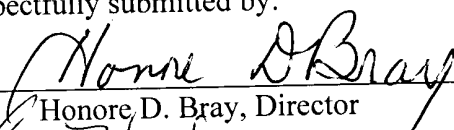
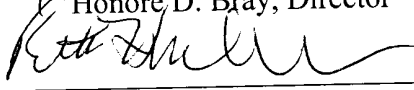
Welcome to the new Alternate Board Member, Barbara Berens.

OTHER NEW BUSINESS

Next meeting: August 24, 2017 in Seeley Lake Branch Library at 1:00 PM

ADJOURNMENT

Respectfully submitted by:

 Honore, D. Bray, Director	<u>8-24-17</u> Date
 Rita Henkel, Chair of the Trustees	<u>8/24/17</u> Date