

Missoula Public Library
BOARD OF TRUSTEES MEETING
May 27, 2020
4:00
ZOOM online meeting

ORDER The meeting was called to order at 4:06 by Barbara Berens

ROLL CALL Members present were: Audra Loyal, Margaret Wafstet, Barbara Berens, Becky Mosbacher, and Honore Bray. Carol Wolfe was excused. Absent was Forrest Boughner.

OTHERS PRESENT: Jon Sears – ae design, Tiffany Brander – Parking Commission, Katherine Auge – Missoula In Motion, MPL Staff – Christine Hadlow, Laura Cote, Leslie Wood, Amanda Allpress, Crystal Kobayashi, Elizabeth Jonkel, Pam Carlton, Christine Hadlow, Sue Stone, Foundation Board- Geoff Badenock, Public- Steve Wing, Kathryn Downie

CITIZEN COMMENTS ON ANYTHING NOT INCLUDED ON THE AGENDA
NONE

MINUTES March, 2020 meeting – Becky Mosbacher made a motion to accept the minutes as presented. Second by Margaret Wafstet, motion passed.

CITIZENS COMMENTS – None

CLAIMS – Becky Mosbacher made a motion to accept the claims as presented. Second by Audra Loyal, motion carried

CITIZENS COMMENTS – None

STATISTICS – Discussion took place

DIRECTOR'S REPORT

Tamarack Federation meeting was May 15, ZOOM meeting. Becky Mosbacher was the Trustee from MPL. CIT training did not take place because the trainers felt it would not be effective in digital format. It was just a business meeting.

The Glendive County Commissioners decided to close the public library in order to help balance the budget. The library is permanently closed.

Staff have been producing great work online. 43,000 entries have been made into the Missoulain Index thus far. Summer Reading begin next week. A table will be in the parking lot of the Library on Tuesday and Thursday. YS staff and the Partners will be handing out bags filled with experiences for participants.

Currently, the opening day of the new Library will be sometime the week of August 17, 2020. This will be determined by the Health Department and the completion of the building.

UNFINISHED BUSINESS

Building Project – Jon Sears

Schedule remain the same as last month. There may still be some delays we are not aware of at this time.

Exterior of the building – New curbs, sidewalks and paving of the parking lot are being completed at this time.

Mechanical systems are starting up at this time.

No change orders this month but there are at least a \$10 K misc for next month
The construction contingency budget has \$30 K left and the owner contingency has about \$300 K.

Time Capsule – Geoff Badenock

Geoff will be the person organizing a Time Capsule for the new building. He explained that a time capsule will allow people today to talk to people 50 years from now. He will be looking for letters, artifacts, school Library letters, Foundation additions, and Tribal participation, The capsule will be opened in 2070. A letter will be sent to the Library Director in 2070 explaining the time capsule. The capsule will be registered with a national organization that keeps track of the capsules and sends the letters when the capsules should be opened. Timeline – deadline is August 14, to get materials to Geoff. He will fund the vessel for the capsule and it will be placed under the raised flooring in the library. Trustees – get together thoughts for the next meeting about what they want to put in the capsule.

The Library Board of Trustees thanks Geoff for taking on this important project.

Parking – After discussion of the options and much consideration of the parking issues downtown, a motion was made to adopt Option 2. Parking Commission monitors the lot but not the staff parking. Staff get 16 spaces, first come first served. Parking Commission will ticket anyone who parks in the marked three hour space for longer than three hours and will keep any ticket revenue. The Parking Commission will not monitor or enforce the staff parking spaces. If a non-staff member parks in the signed staff parking spaces, the library will need to monitor and enforce. The motion was made by Audra Loyal and seconded by Becky Mosbacher. Motion passed. The staff will form a committee and create an incentive program for staff who use sustainable transportation.

OTHER OLD BUSINESS:

NEW BUSINESS

Policy Manual – Updated for 2020-2023

Becky Mosbacher made a motion to accept the policy manual with changes presented. Audra Loyal seconded the motion, motion carried.

June and July meetings will take place through ZOOM due to COVID-19 guidelines

Next meeting: Wednesday June 24, 2020 6:00 PM

Join Zoom Meeting

<https://zoom.us/j/98496390202?pwd=RkRhd1VzUG9vd2x2UEtLTUIKSmFwQT09>

Meeting ID: 984 9639 0202

Password: 353732

ADJOURNMENT

Respectfully submitted by:

Honore D. Bray, Director Date

Barbara Berens, Chair of the Trustees Date