

Missoula Public Library
BOARD OF TRUSTEES MEETING
December 19, 2012
6:00 PM Directors Office

ORDER The meeting was called to order at 6:00 by Chair, Christine Prescott

ROLL CALL Present were: Christine Prescott, Rita Henkel, Becky Mosbacher, Margaret Wafstet and Honore Bray. Members excused were Kathi Doney, and Neal Leathers.

OTHER None

MINUTES Christine Prescott made a motion to accept the November 28, 2012 minutes as presented. Motion carried.

CITIZENS COMMENTS –None

CLAIMS

Becky Mosbacher made a motion to accept the Claims as presented, motion carried

STATISTICS

Frenchtown will begin to share their statistics in January

DIRECTOR'S REPORT

Safety in the Library was discussed and Honore is waiting for a call from the City Police to help with an evacuation procedure.

The one year reference position has been filled and the candidate will begin on January 2, 2013. Cara Cadena will continue to work three hours per week.

Two 20 hour circulation assistants have been hired. One will begin next week and the other on January 2, 2013. A circulation substitute list will be created from the interviewees.

Library Assistant position of 20 hours vacated by Kara Eberts was filled between two part-time current circulation assistants. Kara will remain on the sub list.

Honore has been nominated to run for the PNLA President Position. She asked permission of the Board. The consensus was that it is important to the library for the Director to be actively involved in Library Associations and that this would be a good move.

UNFINISHED BUSINESS

Planning for Growth

Ratification of MPEA Contract

2.5% increase in salary and one additional personal day for 2013. The personal day can be used anytime. The employee is not required to wait until probation is over. Other changes were made to clear up ambiguous language in the contract so it reads clearly and is in line with other County Bargaining Units.

Other Unfinished Business

Bad Address Policy

Christine Prescott asked for clarification on the barred user in the bad address policy.

If mail from the library has been undeliverable the library will mark the users as barred. This will prompt the user to contact staff so their address can be updated. When the user fills out the yellow proof of address card they will be updated to temporary until they return the yellow proof of address card to the library. While the user remains temporary they will be allowed to checkout two items. Once they return the card they will resume full user status.

NEW BUSINESS

Coffee with the Legislators

December 28th at 7:30 AM

DNRC Water Rights

The final report on the water right used to cool the building is due on December 30, 2012. It was recommended that we apply for an extension so we have time to tweak the water flow. Honore has applied for a three year extension. The application fee is \$200

Pilot with OCLC

MPL and 16 other MT Libraries will be testing the Web Management product from OCLC. This would be a one stop shop for doing library business if the product can be developed to work for a multi-type library consortium. We committed three hours a week for Elizabeth, Honore and Paulette to test the product and give feedback to OCLC. We are very excited about how the product could work at MPL and save time and money.

MLA Committees

Anyone interested in helping with MLA conference please let Honore know so you can be added to the standing committees. The conference is April 17 – 20 at the Hilton Garden Inn.

If you know of any business that would like to purchase an ad let the Ad committee know. They will also be collecting door prizes and items for the goodie bags. Ads are a top priority at this point.

A motion was made by Rita Henkel to close the library at 6PM on the 17th of April so staff can attend the function at MPL. Motion carried

Other New Business

Next meeting: January 23, 2013 at 6:00 PM in Director's Office at MPL

ADJOURNMENT

Respectfully submitted by:

Honore D. Bray, Director

Date

Board representative:

Christine Prescott, Chair

Date