

Missoula Public Library
BOARD OF TRUSTEES MEETING
December 22, 2010
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, Brenda Jackson, Christine Prescott, Becky Mosbacher, and Honore Bray. Rita Henkel and Margaret Wafstet were excused.

OTHER Lisa Mecklenberg Jackson, PR Librarian

MINUTES November 17th minutes were approved as amended. Motion by Becky Mosbacher

CITIZENS COMMENTS

CLAIMS Brenda Jackson made a motion to accept the claims as presented, motion carried.

STATISTICS

DIRECTOR'S REPORT

Written report in packet

Elizabeth Jonkel requested a 6:00 PM closure on December 30, 2010. The SAM system which is the current system used for computer and print management will be replaced with Envisionware. The vendor is available for training at 8:00 AM on the 30th and the system will be up and running on Monday morning. Christine Prescott made a motion to close the library at 6:00 PM on December 30, 2010 to allow staff training on the new Envisionware system from 8:00-10:00 AM with open hours from 10:00 AM – 6:00 PM.

Old Business

Heating Coil – Board granted permission for the contract for Johnson Controls to replace the heating coil in the air handler. They request the coil be replaced on January 17, 2011 when the library is closed for Martin Luther King Day. Cost will be between 7 and 8k.

Safety Concerns – Discussion took place about the safety of individuals in the library. Libraries are the only place in our society that still offers services to all individual. Race, religion, political preference or a persons socioeconomic level are not considered. If patrons follow policy and abide by the law they are welcome in the library. When an individual does not follow policy they are asked to leave the library and sometimes it is necessary to call the police and have a person removed. If a law is being broken then the police are called.

Branch at Big Sky – The branch opening went well and each day new users are finding out about the services. After signing this contract the School District realized that they did not have a signed contract for the Seeley Branch. They may work on this in the future.

Planning for Growth – Trustees received an email copy of the plan. Discussion took place concerning the report and future plans. More discussion will take place at the next meeting.

BTOP update – Broadband Technology Opportunity Program

Contracts are out. The Trustees had time to read the contract and a couple of corrections must be made at the State level. Once the contract is corrected Honore will contact Neal to sign it.

Emergency Closing Procedure – Phone tree didn’t work

One call now will be used in place of the old phone tree when emergencies arise and all staff needs to be contacted. The phone tree has been in place for years but since new technology has arrived and people have different ways of being contacted other than a land line technology can help this happen in a more direct way.

Honore will draft a policy on emergency closures.

Holiday Party – Hold January 9th open for the party. It will be at the Art Museum and will take place at 5:30.

Montana Legislative Day – January 18, 2011 at the State Library at 6:00 PM

Other Old Business

NEW BUSINESS

Disruptive Patron Webinar – Christine Prescott reported on the course. If criminal activity is taking place the police should be called and ADA has new requirements on Service Animals. Service Animals are only dogs. Honore will draft a policy for MPL.

Other New Business –

Next meeting – January 26, 2011 at 6:00 in the Director’s office at MPL

ADJOURNMENT

8:00 PM

Respectfully submitted by:

Honore D. Bray, Director Date

Board representative:

Neal Leathers, Chair Date