

Missoula Public Library
BOARD OF TRUSTEES MEETING
April 15, 2009

ORDER The meeting was called to order by Chairman Neal Leathers

ROLL CALL Members present were: Neal Leathers, Christine Prescott, Beth Antonopulos, Rita Henkel, Brenda Jackson, Margaret Wafstet and Honore Bray, Director.

Others present: Claire Morton, Assistant Director

CITIZENS COMMENTS None

MINUTES Minutes the February 25, 2009 meeting were approved as presented. Motion by Beth Antonopulos. The March meeting was cancelled so there are no minutes.

CLAIMS Discussion took place about a \$54.00 late fee, the line for the interview stipends, and various other charges. Christine Prescott made a motion to accept the claims as discussed. (discussion – JS motel in Anaconda appears twice and MPA appears twice)

STATISTICS The information desk is gone since the redesign and the accounts desk tally will take about 6 mo. to stabilize.
Downloadable stats have increased monthly
The Monday night storytime will be changing to Wednesday night
Claire pointed out that the administration asked the Partner's Check-in (PCI) employee to work 4 10 hour days rather than the normal schedule. The purpose for this change is to allow ample time for the entire PCI process to happen daily or at least give a better chance of that happening since holds are on the rise.

DIRECTOR'S REPORT

In Packet

A patron fell over the canned lights by the Main Street entrance. She broke her arm and Risks and Benefits is dealing with the situation. We will be removing the lights and filling in the hole with cement as soon as possible.

A pawn shop brought back 18 of our video's that were overdue from October. We will pay the pawn shop the \$18 they paid for the videos and the police will deal with the borrower.

OLD BUSINESS

LRP – no discussion at this time

Asst Director – Elizabeth Jonkel will begin her position on the 20th of April. She will have two weeks with Claire before Claire departs for Alaska.

Legislative update – SB 61 passed and the State Library budget and the one time courier money are embedded in the budget bill so until the legislature approves the budget we won't know anything about that.

Elevator - OTIS has ordered the parts for the elevator ADA upgrade and informed us that the Federal regulations will change for the electrical code in 2009-2010. To do both upgrades at the same time would be less expensive than tearing the elevators down two separate times. The additional cost for the electrical code adds \$60,000.00 to the price. The ADA portion of the update is pre-approved and will be paid from the 2008-09 budget. Beth made a motion to enter into a contract with OTIS adding the Electrical code portion of the upgrade to not exceed an additional \$60,000. Motion carried

Staff Day – Claire reported that the staff have the opportunity to earn 4 CE’s for certification at the upcoming staff day.

Other Old Business

NEW BUSINESS

Marketing Plan – Joyce Doyle presented the 2009-10 Marketing Plan set forth by the Marketing Committee.

Virtual Services will be advertised heavily

The plan will be in addition to the plan from last year. This is only a one year plan because the committee is trying to identify the most important areas to target. The third year plan will be a 3-5 year plan.

As new community partners are identified they will be contacted and added to the plan.

Joyce complimented the PR committee on the job they do.

Beth complimented the work of Joyce and the committee.

Meeting Dates – Next four months – The Long Range Planning Committee will meet at 5:00 PM

May 20, 2009

June 17, 2009

July 22, 2009 (Rita is excused)

August 21, 2009 if it works for the Branches

Budget 2010– Discussion concerning the preliminary budget took place. Rita Henkel made a motion to accept the preliminary budget as presented. Motion carried

NEXT MEETING – May 20, 2009 at 6:00 (Long Range Planning meeting will be prior in the Board Room at 5:00)

ADJOURNMENT

Respectfully submitted by: _____
Honore D. Bray, Director Date

Board representative: _____
Neal Leathers, Chairman Date