



Lewis & Clark Library
Board of Trustees Meeting
Lewis & Clark Library – Main Branch
February 19, 2019

MINUTES

BOARD MEMBERS: Ron Waterman, LeRoy Schramm, Jesse Franzen, Helen Fandrich.

STAFF MEMBERS: John Finn, Patricia Sternberg.

OTHERS PRESENT: Mosaic Architecture and Design firm team members Anna Lindstrand and Jeff Downhour.

Waterman called the meeting to order at 5:02 p.m.

Trustee Whearty excused.

Fandrich read the Board Mission Statement.

Finn introduced Lindstrand and Downhour from Mosaic – the architecture firm chosen to move forward with the interior remodel of the Main Branch. Finn noted that everyone is feeling excited about the project. Lindstrand and Downhour shared their vision of the project with the Trustees. The firm has worked on many community projects and finds it rewarding to work with a group that is dedicated and passionate about their building and their mission. The Trustees will receive frequent updates during the project. Discussion. Trustee Waterman is very interested in the public knowing what is going on before it is going on. There was mention of a specific construction page on the website. Finn will announce the project at the Foundation Donor's event on March 2nd.

PUBLIC COMMENT Chair Waterman called for Public Comment. There was none.

1) CONSENT ITEMS

Schramm/Fandrich moved that the Lewis & Clark Library Board of Trustees approve the Consent Items as presented.

- A. Minutes** – January 2019. No discussion.
- B. Service Report** – January 2019. Mobile app use is still down, but growing. Waterman wondered whether there was any thought about opening the lobby or the library earlier on colder days. There was discussion of the increase in last month's story time statistics.
- C. Financial Report** – January 2019. Waterman asked whether the employee compensation in the upcoming FY2020 budget is enough to capture and retain good employees. There was discussion of the Library's new custodian.
- D. General Ledger** – January 2019.
- E. Personnel Report** – January 2019. Finn noted that interviews have been scheduled with candidates for the new Children's Librarian during the first week of March.

MOTION passed unanimously.

2) NEW BUSINESS

- A. FY2020 Preliminary Budget** Finn reviewed the FY2020 budget as it compares to last year's budget and outlined the timeline for budget approval. The FY202 Preliminary Budget will be submitted for review and questions to a Joint City/County budget committee in early April. The final Budget is approved by the Library Board at the August meeting.
Finn noted that receiving the funding for State Aid Per Capita this legislative session is still looking positive.
- B. FY2019 Budget Line Item Amendments** Finn explained that we had budgeted revenue from the Foundation at 25,500. They have it in their budget to give us \$28,400.

Franzen/Schramm moved that the Lewis & Clark Library Board of Trustees approve the FY2019 line item amendments, changing both Foundation Contributions and Foundation Contribution Expenditures from \$25,500 to \$28,400.

MOTION passed unanimously.

C. Fine Free Policy Finn presented the first draft of a fine free library policy. Staff is still working with the Montana Shared Catalog on what procedures will look like going forward. Waterman requested that the personal pronouns in the policy be replaced with identifiers such as 'patron' and 'Library'. Discussion.

3) UNFINISHED BUSINESS

A. Internet Acceptable Use Policy Finn noted that the changes requested at the last meeting have been made. He shared that the policy was used 2 weeks ago at the Legislative hearing of a bill that wanted to lump libraries, schools and adult book stores under the same strictures. This draft policy was entered as an exhibit. The bill did not leave committee.

Schramm/Franzen moved that the Lewis & Clark Library Board of Trustees approve the Lewis & Clark Library Internet Acceptable Use Policy as presented and/or amended.

MOTION passed unanimously.

B. Collection Development Policy Finn noted the changes from the last meeting have been made.

Franzen/Fandrich moved that the Lewis & Clark Library Board of Trustees approve the Lewis & Clark Library Collection Development Policy as presented and/or amended.

MOTION passed unanimously.

C. Material Selection Policy Finn noted the changes from the last meeting have been made. The footnote on page 55 is for informational purposes and will be removed.

Schramm/Franzen moved that the Lewis & Clark Library Board of Trustees approve the Lewis & Clark Library Material Selection Policy as presented and/or amended.

MOTION passed unanimously.

4) DIRECTOR'S COMMENTS

Celebrity Story Time readers: Mayor Collins will be our guest reader tomorrow. Other local celebrities are scheduled to do story times until the new Children's Librarian is on board.

Legislature – Finn has been at the State House for several different important hearings; including amendments changing language of the Coal Tax Severance bill, a censorship bill, and the State Library's budget hearing. Library Legislative Night was well attended despite the nasty weather and legislators got to see the effects of the 2017 budget cuts at the State Library.

Foundation Donor Event - The Foundation donor event will be Saturday March 2nd at the Main Branch. There will be jazz, appetizers, and cocktails starting at 6 p.m., followed by a presentation on the planned Library remodel.

MLA Conference – the MLA Conference will be in Helena, April 10th through the 13th. The opening night reception will Wednesday night here at the Main Branch.

5) COMMITTEE REPORTS

6) COMMENTS FROM TRUSTEES Fandrich asked if Legislators and their families use the Library while they are in town. The Library offers them a family card if they are interested.

7) WRAP UP

- The March Board meeting will be Tuesday, March 19, 2019 at 5 p.m. at the Main Branch of the Lewis & Clark Library.

8) ADJOURN – The meeting adjourned at 6:30 p.m.

Ron Waterman, Chair

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