

**Great Falls Public Library  
Board of Trustees  
Monday, February 27, 2012  
4:30 p.m.**

BOARD MEMBERS PRESENT: Ms. Judy Riesenberg, Ms. Dea Nowell, Ms. Mary Brinkley, and Mr. Mitch Tropila

BOARD MEMBERS ABSENT: Ms. Bunny Albers.

STAFF PRESENT: Ms. Kathy Mora and Ms. Korri Shupe.

GUESTS PRESENT: Ms. Sharon Oakland.

Ms. Riesenberg called the meeting to order at 4:30 p.m.

I. CONSENT ITEMS

Ms. Nowell moved and Ms. Brinkley seconded the motion to approve the consent items as presented. MOTION . . . passed unanimously.

II. OPERATING VOUCHERS

Ms. Nowell asked who the vendor Kone is and what do we purchase from them. Ms. Mora responded that it is our elevator service provider and they provide maintenance and repair to our elevators. Ms. Mora did add that the City offices have just went out to bid for the elevator maintenance and repair and Kone is still going to be the least expensive for the library.

Ms. Nowell moved and Ms. Brinkley seconded the motion to approve the operating vouchers as presented. MOTION. . . passed unanimously.

III. DIRECTOR'S REPORT

Ms. Mora began her report by announcing that we have hired Judy Ellinghausen, an archivist from the History Museum, for the Technical Services Supervisor position and she started on February 21. Judy has also worked as an on-call employee in the Information Department for the past 10 years. Mr. Jeff Savage will be able to train her until March 7.

The new information desk has been installed and it really looks great. Thanks to Sean Anderson, Susie McIntyre, and Sara Kegel for all their work on the project.

We have distributed 300 more Budding Babies early literacy packets to local agencies that include the City/County Health Department, Quality Life Concepts, Indian Health Clinic, Life Way Pregnancy Services, Planned Parenthood and Headstart. The packets were made possible by the Foundation.

We did not receive any responses for coffee services at the library. We will continue to look at options for providing this service to the public. Ms. Brinkley is going to approach Faster Bassett

to see if they have any interest. The board discussed how disappointed they were that not one coffee vendor put in a bid.

We received \$27,000 in funding from the Foundation. These funds will be used to purchase an additional LCD projector and assortment of ereaders and tablets for training purposes, a book desensitizer, eBooks, furniture and general library materials.

Justin Mason has completed his notary training and is now a qualified notary. Sara Kegel is also a notary and the library will be able to offer these services for free 7 days a week.

Passed along that Jude Smith would like to invite our Library Board to form a team for the Word Meister competition on March 27 at 7:00 p.m. Mr. Tropila is willing to participate with other board members if they are willing.

#### IV. CHAIRMAN'S REPORT

None.

#### V. BOARD REPORTS

Ms. Brinkley asked if the library had a lot of people that keep track of job descriptions. Ms. Mora said we regularly update job descriptions as position vacates and before we rehire the position.

Ms. Brinkley noticed in the Partial Staff notes that the library's credit card was compromised and asked if we know what happened. Ms. Mora said we don't know how it happened and this is the second time in the past 5 years it has happened. She also noted that the same month another City Departments credit card was also compromised.

Mr. Tropila inquired if we know why the custodian declined the part-time position we offered him. Ms. Shupe explained that when we offered it to him he said that he couldn't accept it due to family issues.

Mr. Tropila questioned what was happening with the planning of the Foundation Party in the spring here at the library. Ms. Mora responded by telling him there is a brainstorming planning event with the Foundation but there might not be an event this year. Ms. Oakland added that the decision will be made by March 13.

#### VI. OLD BUSINESS

None.

#### VII. NEW BUSINESS

None.

#### VIII. PROPOSALS FROM TRUSTEES

None.

IX. PROPOSALS FROM OTHERS

Ms. Oakland asked how the Black History Month program was. Ms. Mora said it was very well attended and it went really well.

None.

X. ADJORNMENT

Adjournment at 5:05 p.m.