

**Great Falls Public Library  
Board of Trustees  
Tuesday, November 18, 2014  
4:30 p.m.**

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

BOARD MEMBERS ABSENT: None.

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

GUESTS PRESENT: Ms. Teresa Shiner

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

I. CONSENT ITEMS

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

II. OPERATING VOUCHERS

Mr. Tropila asked if the City's internal service charges change yearly. Kathy explained that the internal service charges generally increase slightly every year and this year each department had to justify how/what they were basing the charges on. Mr. Tropila noted that at the state level all internal service charges are audited.

Mr. Tropila asked if our total net gain/loss is ok, currently we show a loss. Ms. Mora explained that is pretty normal this time of year because we have not yet received the first half of this year's tax revenue. We should receive them in late December or January and things will balance out for a while and then we again will show a loss until the 2<sup>nd</sup> tax payment comes in late June.

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

III. DIRECTOR'S REPORT

Ms. Mora started her report by stating the Foundation has reported a record breaking early donation for this year's Book-a-thon. Teresa Shiner reported that they have received \$19,000 from 257 donors to date. Also, the Foundation is having a fundraiser at the Mighty Mo on November 24 from 5:00 – 8 :00 p.m. \$1.00 from every pint sold will be donated to the Foundation.

The library will be hosting a Red Cross Blood Drive on December 31 from 11:00 – 3:00.

Congratulations to Nola Huey and Dea Nowell for completing the requirements for the Montana Certification Program through the State Library. For Nola to obtain the certification it requires 60 continuing education credits earned in a 4 year period and 15 credits for library trustees.

AAUW completed their book sale in October and all remaining items were moved out of the building on November 7. Their sales were down compared to last year but they do not yet have final figures.

#### IV. CHAIRMAN'S REPORT

Ms. Riesenbergh had the board members sign a card for Jeff Woods and also Nola Huey.

#### V. BOARD REPORTS

Ms. Tropila asked/commented on the following:

- Asked if the issue with the problem patron we discussed at partial staff has been resolved, Kathy stated it has.
- Asked about the bed bug incident. It was a very isolated incident, we had a patron return some DVD's and we got them out of the book bin right way (they were the only items in the bin at the time also) and when they were opened we found bed bugs. We contained them all immediately into a zip lock bag and put them in the deep freezer. We also thoroughly sanitized the entire area.
- Found it commendable to allow staff to use their judgment on patrons sleeping.

Ms. Nowell asked about the board training the City is offering, it doesn't state where it is at in the Civic Center. Kathy will look into and let her know but thought it was probably the Gibson Room.

Ms. Brinkley and Ms. Shiner are attending the TEDX talk tonight.

#### VI. OLD BUSINESS

None.

#### VII. NEW BUSINESS

None.

#### VIII. PROPOSALS FROM TRUSTEES

None.

#### IX. PROPOSALS FROM OTHERS

Teresa Shiner would like to invite all to the Mighty Mo on November 24. Her husband is also providing the music for the evening.

#### X. ADJORNMENT AT 4:55 P.M.