

**Great Falls Public Library  
Board of Trustees  
Monday, August 15, 2011  
4:30 p.m.**

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

STAFF PRESENT: Ms. Kathy Mora and Ms. Gwen Carter.

GUESTS PRESENT: None.

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

**I. CONSENT ITEMS**

Ms. Brinkley inquired about the Mobile Home taxes listed on the revenue report. Ms. Mora answered this was library money collected by the city of Great Falls.

Corrections to the minutes of the June meeting:

1. Under the motion for New Business: add the word “plan” after the words “long range”
2. Under Board Reports: third paragraph change “Ms. Tropila” to “Mr. Tropila”

Ms. Brinkley moved and Ms. Albers seconded the motion to approve the June and July consent items with noted corrections.

MOTION . . . passed unanimously.

**II. OPERATING VOUCHERS**

Ms. Brinkley inquired about the donations from the County Attorney’s office. Ms. Mora stated they had given two donations to the library and she believed they were fees that had been collected by that office.

Ms. Riesenberg commented on the bear raffle revenue to be used for the Kids’ Place. Ms. Huey’s ideas and creativity were commended.

Also mentioned was the revenue from the sale of withdrawn books.

Ms. Nowell moved and Mr. Tropila seconded the motion to approve the operating vouchers for June and July as presented.

MOTION. . . passed unanimously.

### III. DIRECTOR'S REPORT

Ms. Mora began her report by announcing the upcoming retirement of Ms. Marla Wilckens. A potluck in her honor is scheduled for August 24<sup>th</sup> from noon-2 p.m. All board members are invited to attend.

Ms. Sara Kegel has taken the vacant Library Systems Coordinator position. Ms. Mora believes she will do a good job for the library. Filling this vacancy opened up Ms. Kegel's full time library specialist position, filled by Mr. Justin Mason. His 30-hour per week position was then open and filled by Ms. Debbie Stewart. The final opening in the Information Department is Ms. Stewart's 20-hour per week library specialist position. Once this position is filled, the merry-go-round should stop.

There were no qualified applicants for Ms. Wilcken's position in spite of wide spread advertising. It has been arranged for Mr. Jeff Savage, a previous employee, to return and work half time. We will then re-advertise the position in six months. Ms. Mora explained the various duties of this position.

Ms. Mora praised Ms. Susan McIntyre's successful efforts with a \$35,000 grant from the Steele-Reese Foundation. The grant will help smaller libraries become part of the MyMontanaLibrary2Go consortia and with the purchase of additional content.

She mentioned the newly painted outside book drops with new lettering and commented on the good job by Mr. Bob Miller.

Ms. Mora anticipates the marketing plan will be finished toward the end of the month. She stated there were several ideas the committee recommended to make the library more visible to the community. The Great Falls Public Library Foundation finance committee has approved the funds for re-designing the library's web page. She believed the Great Falls Public Library Foundation members would also approve funding the proposal for re-design.

Ms. Mora called attention to the four to one ratio of return on investment with Unique Management Services, Inc.

### IV. CHAIRMAN'S REPORT

Ms. Riesenberg pointed out the misspelling of Candra on the PR information on page 77.

### V. BOARD REPORTS

None.

### VI. OLD BUSINESS

Ms. Riesenberg apologized for not getting the second letter to the Great Falls Tribune's letter to the editor section. Discussion ensued regarding letters this fall. Some topics of interest were discussed including the upcoming Native American programming, Foreign Film Festival and

Gardens from Garbage series. Mr. Tropila will write a letter in September, Ms. Riesenbergl in October and Ms. Brinkley on art in the Library.

VII. NEW BUSINESS

None.

VIII. PROPOSALS FROM TRUSTEES

None.

IX. PROPOSALS FROM OTHERS

None.

X. ADJORNMENT

Adjournment at 5:00 p.m.