

**Great Falls Public Library
Board of Trustees
Monday, November 19, 2012
4:30 p.m.**

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

BOARD MEMBERS ABSENT: None.

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

GUESTS PRESENT: Teresa Shiner

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

I. CONSENT ITEMS

Ms. Nowell noticed that our searches went way up and asked Kathy if she knew why. Ms. Mora said she also noticed the spike in searches and ran the report twice to verify but doesn't know why it increased.

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

II. OPERATING VOUCHERS

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

III. DIRECTOR'S REPORT

Ms. Mora began her report by stating we have three more policy revisions we will need your approval on today. Next month we will include the Collection Management Policy in the packet to seek the boards' approval.

We have ordered the new meeting room chairs for the Cordingley Room and we are expecting them early January.

The library will have the annual staff and volunteer holiday party on Thursday, December 13.

We will be holding an Amnesty Week, December 9 – 15. Patrons with fines will be able to bring in 1 can of food in exchange for \$5.00 in waived fines, up to \$50.00. Any patron accounts that have been turned over to Collection will not be eligible for amnesty. Ms. Mora will report back in January how much food was brought in and how much in fines were waived during this time period.

A door buzzer was installed to the Montana Room Door. This lets the volunteers know when someone enters (or exits) the room.

IV. CHAIRMAN'S REPORT

Ms. Riesenbergs reported that she attended the Library Trustee Workshop that was held in October at the Holiday Inn and found it to be very interesting. Ms. Riesenbergs asked if our library is different than a lot of the libraries around the state. Ms. Mora said our library is fortunate with the relationship we have with both the City and County and we have a good relationship with both entities. Ms. Riesenbergs is working toward her Library Trustee Certification. Mr. Torgerson asked how this benefits the library by becoming a Certified Library Trustee.

Ms. Riesenbergs discussed the Alma Jacobs article that was included in the board packet. The board discussed what an amazing woman Alma was and how much she contributed to the library especially during those difficult times.

Ms. Riesenbergs commented that she saw a compliment in the partial staff minutes that the patron basis her trips to town on when the library is open and thought that was great. Ms. Riesenbergs is proud of the diversity of programs that the library offers the community. Ms. Mora added that in January we will be adding more Tech classes for e-readers and social media sites.

Ms. Riesenbergs commented on how great the students pictures are down in the lobby. Ms. Brinkley asked what the preservation society is planning to do with the winning photo. Ms. Mora wasn't sure what they are planning or if it was just a contest.

V. BOARD REPORTS

Mr. Tropila reported that he and Ms. Mora went to Fort Benton and attended the Pathfinder Federation meeting. He found it very interesting. The basis of the meeting was how to communicate better and they also discussed the Plan of Service. They must have this in place yearly to receive the Pathfinder Federal Funds.

Mr. Tropila is working on developing a revised way that libraries in Montana receive state funds.

Ms. Nowell mentioned that maybe it was time to start writing letters to the editor again focusing on the library and the services we provide. It was decided to wait until the new year.

Ms. Brinkley commented how much fun, the article *My Night At Library* that was included in the board packet about the stuffed animal sleepover, was to read. Ms. Mora said it was a lot of fun and we went "old school" and bought an instant camera to take pictures of the animals. This made it lot easier to just put the picture with the stuffed animal right away without having to sort out later.

Mr. Tropila was glad to see that the AAUW raised an extra \$6000 in their book sale this year!

Mr. Tropila thanked the Great Falls Public Library Foundation for the \$20,000 for material for the library.

Ms. Brinkley also noted that she asked her employer to match her donation to the foundation's annual Book-a-thon and encouraged the other to do the same.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

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

Mr. Tropila moved and Mr. Torgerson seconded the motion to approve the DVD Checkout Policy as presented. MOTION . . . passed unanimously. Ms. Nowell asked if anyone had tried to take it outside the library yet. Ms. Mora told her so far we have not had that problem.

Ms. Nowell moved and Mr. Tropila seconded the motion to approve the Interlibrary Loan Policy as presented. MOTION . . . passed unanimously.

Mr. Tropila moved and Mr. Torgerson seconded the motion to approve the Periodicals and Newspapers Policy as presented. MOTION . . . passed unanimously.

Ms. Nowell moved and Ms. Brinkley seconded the motion to approve the 2013 Holiday Schedule as presented. MOTION . . . passed unanimously. Ms. Brinkley asked if staff has a problem with Easter being a not paid Holiday. Ms. Mora told her that they are aware that it is not a recognized City Holiday therefore they don't get paid for that day off but staff is allowed to make up the time if they want to.

Mr. Tropila moved and Ms. Brinkley seconded the motion to approve the 2013 Board Meeting Schedule as presented. MOTION . . . passed unanimously.

VIII. PROPOSALS FROM TRUSTEES

None.

IX. PROPOSALS FROM OTHERS

X. ADJORNMENT

Adjournment at 5:10 p.m.