

**Missoula Public Library  
BOARD OF TRUSTEES MEETING MINUTES  
November 20, 2024  
6:00 pm**

**Missoula Public Library, Blackfoot Room & ZOOM online meeting**

Citizen comments are very important to the Library Trustees. Policy states that public comment is limited to three minutes on each agenda item or three minutes at the beginning of the meeting on items not on the agenda.

**ORDER:** The meeting was called to order at 6:08 by Chair Megan Moore.

**ROLL CALL:** Peter Donaldson, Julie Edwards, Megan Moore, Alex Beal

**EXCUSED:** Katy Walter, Janice Nugent

**OTHERS PRESENT:** Slaven Lee, Will Klaczynski, Selya Avila

**CITIZEN COMMENTS ON ANYTHING NOT INCLUDED ON THE AGENDA**

None.

**1. CONSENT AGENDA**

Minutes – October 23, 2024

Claims – October 2024

Statistics – October 2024

Discussion: Alex had questions about some of the things on the claims list about purchasing with Clearwater versus the vendor. Slaven suggests listing Clearwater and the vendor to provide more transparency. Julie moved to approve consent agenda. Peter seconded. Approved.

Citizen Comments: None.

**2. DIRECTOR'S REPORT**

Missoula Public Library makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing assistance should provide advanced notice to allow adequate time to make needed arrangements.

All participants with Comments may present oral or written statements. Due to limited time, the Board chair reserves the right to set reasonable time limits for public input on each topic. Normally, a person will be limited to three minutes per agenda item. Written comments should be submitted to the Library Director at least 24 hours prior to the meeting. Please call Slaven Lee at (406) 541-8864 or write to MPL, 455 East Main, Missoula MT 59802 to make your request known.

Discussion: Slaven thanked the board for attending the All-Boards meeting. There is a lot of good momentum.

The Salish signage has been installed to the right of the elevators on each floor. Working on an audio tour to go with each sign.

AUOR Families First director is taking a new job. They are doing a director search and Slaven hopes the library is made part of that process.

Working on revising the facilities plan. Looking at how we use resources and contract and figuring out ways to keep the building clean, presentable, and hygienic. Slaven will share next steps at next meeting. Improving communication, education, and process for doing all of this.

Dec 9 Daniel's Woodland will come to measure the DNA climber and fabricate new pieces. Will hopefully be completed in January.

Citizen Comments: None.

### **3. UNFINISHED BUSINESS**

#### **Trustee Program Attendance Update**

Discussion: Alex met with Families First, who he has partnerships with. Focus on men in families and programs for younger children; coparenting programs; Dads in Dialogue program. Some people are there by choice, others are court ordered. Alex signed up for the Dads in Dialogue program and will report back after 5 weeks if anyone is interested. Lots of great, free, grant-funded, or sliding-scale services.

#### **Social Work School Practicum**

Peter and Slaven met with Kat Werner about placing a student here. Theresa Williams has offered to be the supervisor. This would be a paid position. Need to attend job fairs, write a position, and talk about what the person can do. Some focus on staff morale, HOT team, and safety team. This will start in the fall.

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## **Closed Days**

Collective Bargaining Agreement lists what day the library must be closed, including election day in even numbered years.

## **Minimum Staffing Document**

Slaven took this to the steering committee to discuss. Slaven would like to consider staff-to-patron ratio, and what do we want to prioritize, staff safety, customer service, or keeping the building open. Slaven's priorities are staff safety and keeping the building open, with the understanding that customer service can suffer temporarily and understandably in an emergency. Megan asked about data we can use to inform the discussion, which will be ongoing. We can look at that data in about six months to make more informed staffing decisions.

## **Winter Shelter**

Selya attends monthly Houseless Providers Group meetings. This group is for front line level staff who worked with the unhoused population. The goal is to discuss and solve problems with a focus on being proactive rather than being reactive. The group makes recommendations and those go to the houseless leaders group. A recent survey about peoples' concern over the winter and the number one thing was a warm space. The library already is one of very few climate refuges. There is an even greater need for extreme cold at night. The board is being asked to be considered as a temporary overnight space for the most extreme weather situations. Emergency situation only to prevent weather-related deaths. Limited to the first floor, limited amenities (warm space, water, bathroom). The ask is can we come up with a proposed plan to try this. The board is open to seeing a plan proposal and Selya will work on that.

Citizen Comments: None.

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#### 4. NEW BUSINESS

No new business.

#### 5. SHARED TRAINING


Discussion: The board is talking about the importance of advocacy. There is a wide variety of complementary skills on the board, in terms of interpersonal and one-on-one relationship building, public speaking, writing, meeting with legislators. There is a lot of energy around the idea of advocating more and we will start talking about an advocacy plan at the January meeting.

Citizen Comments: None.

Adjourned at 7:05 pm.

**Next meeting will take place at the Missoula Public Library and online:  
December 18, 2024.**

Respectfully submitted by:

Slaven Lee, Director	Date
	December 19, 2024
Julie Edwards, Co-Chair of the Trustees	Date

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