

**Hearst Free Library Board of Trustees Meeting Minutes**  
**March 7, 2016 - 4:00pm**  
**Hearst Free Library**

Trustees Present: Mary Murphy, Patricia Mulvey, Scott Swan, Mary Lynn McKenna

Library Staff Present: Sam Walters, Hearst Free Library Director

Trustees Absent without Excuse: Debra Brickley

Others Present: Rose Nyman, James “Ted” Rosien

### **I. Call to Order**

Vice-Chairperson Mary Murphy called the meeting to order at 4:00pm.

### **II. Approval of Minutes**

Trustee Patricia Mulvey made a motion to approve the February 1, 2016 meeting minutes, Trustee Scott Swan seconded the motion, and it passed unanimously.

### **III. Director’s Report**

Director Walters reported that:

- The Craft Night event held at the library on 2/3/16 had over 25 participants.
- The “Love Bites” youth scavenger hunt at the library on 2/27/16 had over 35 participants.
- Shakespeare in the Parks, sponsored by the Friends of the Library, will be held on 8/12/16 and will show “Comedy of Errors.”
- He picked up a new microfilm reader for the library. It was donated to the library by the Montana Historical Society.
- Movie night on 2/19/16 showed “The Woman in Red” and had 4 attendees.
- Movie night on 3/5/16 showed “Roman Holiday” and had 9 attendees.
- Movie night on 3/19/16 will show “North to Alaska.”
- The library’s Filipino Rebellion flag has been sent to a conservator for stabilization. This treatment is being paid for through fundraising efforts by Barry DeChaine.
- At the suggestion of Sandi Wenger the library is looking into starting a cake pan lending program.
- He will be asking the Friends of the Library to organize CPR training for library staff.

Ms. Rose Nyman asked if the flag would be protected when it is returned and put on display at the library. Director Walters replied that it would be in a locked display case very similar to the case that contains the library’s gun display. He further stated that steps would be taken to protect the silk flag from UV damage.

Trustee Mulvey asked how the flag would be displayed. Director Walters stated that the flag would lie flat or at a slight angle, and that it will be located in the main room on the 2nd floor of the library.

## **IV. Financial Report**

## **V. Building Report**

Director Walters reported that:

- The library's elevator has been repaired and he had received and posted an updated inspection certificate.
- The surveillance system is almost 100% in place and that staff would soon receive training on its use.
- He purchased a new cigarette receptacle with the funds provided by Trustee Mulvey, but it has not been put in place yet.
- He placed a "stand alone" sign display on the 2nd floor to better inform patrons of upcoming meetings and events.
- He is attempting to find out if there is any paint left over from last year's painting project at the library for use in touching up scuffs and chips.
- The library's cleaning contractor had suggested placing a chalk board or dry erase board in the bathroom in order to deter patrons from writing on the walls.

Ms Nyman mentioned that depending on its placement a chalk board might inhibit wheelchair access to the bathroom. She also stated that the Washoe Park bathrooms used a anti-graffiti paint, and the library might want to look into using that type of paint.

Trustee Mulvey asked how much a camera over the fire escape would cost. Director Walters stated that he would find out and let her know the cost.

Trustee Mary Lynn McKenna suggested placing signs around the library to alert patrons to the surveillance system. Director Walters stated that such signs would be posted before the cameras were activated in order to comply with legal requirements.

## **VI. Unfinished Business**

### **a. Elect a new Chairperson**

Trustee Swan nominated Trustee Mary Lynn McKenna.

Trustee Mulvey made a motion to elect Trustee McKenna as the new Chairperson, Trustee Swan seconded the motion, and it passed unanimously.

Vice-Chairperson Murphy turned the meeting over to Chairperson McKenna.

## **VII. New Business**

### **a. Mill Levy request**

Director Walters stated that every two years in the past the library board had requested that the Anaconda-Deer Lodge County Commissioners place a resolution on the general election ballot asking for 3 mills above the funding from the ADLC government.

Vice-Chairperson Murphy made a motion to request that ADLC Commissioners place the library's 3 mills on the upcoming general election, Trustee Mulvey seconded the motion, and it passed unanimously.

**b. Library Board By-law updates**

Director Walters stated that the ADLC county attorney had reviewed the library board's by-laws and had found them to be stricter than required by local or state guidelines. He then stated that some changes might be appropriate. Specifically, Director Walters mentioned that current language in the by-laws required the board to have ex-officio members, and that if they did not want such members that portion of the by-laws should be removed. He also stated that under the current rules, Chairperson McKenna would only be allowed to serve for a total of 5 years and 3 months – unlike the other trustees who can serve a total of 10 years on the library board.

Vice-Chairperson Murphy made a motion to accept the changes to the library board's by-laws, Trustee Mulvey seconded the motion, and it passed unanimously.

**c. Mount an Oliver Wendell Holmes poem by the painting of “The Constitution”**

Director Walters stated that Mr. Ted Rosien had expressed interest in hanging a poem by Oliver Wendell Holmes that corresponds to the painting of the U.S.S. Constitution located on the 2nd floor of the library. He then stated that he was not in favor of hanging the poem due to damage to the wall caused by mounting the poem.

Mr. Rosien suggested that the poem could be placed on the first floor where it would not cause any damage.

Trustee Mulvey suggested using command hooks to mount it to the wall. Ms. Nyman pointed out that it would be mounted over the stairwell, and if the command hooks failed, this could present a safety hazard.

No vote was taken.

**d. Director's Performance Review**

Trustee Swan moved that the meeting be closed and that the library board go into an “executive session,” Trustee Mulvey seconded the motion, and it passed unanimously.

At this time the meeting closed and the library board went into an “executive session.”

**VIII. Miscellaneous/Announcements**

**IX. Public Comment**

**X. Adjourn**

Vice-Chairperson Murphy made a motion to adjourn, Trustee Mulvey seconded the motion, and it passed unanimously. The meeting adjourned at 5:36 pm.

Respectfully Submitted By

Sam Walters  
Sam Walters, Director and Board Secretary

Approved By

Mary Lynn McKenna  
Library Board of Trustees, Chair