

Minutes of the Regular Meeting

Lewistown Public Library



**Lewistown Public Library
Board of Trustees**

**Thursday, 8/10/2017
2:10 PM – 3:45 PM
Upstairs Meeting Room
Lewistown Public Library**

Lewistown Public Library's Mission Statement:

“The Lewistown Public Library provides free and equal access to quality materials and services, which fulfill the educational, informational, cultural, and recreational needs of the entire community.”

2:10 PM Call to order -- roll call – Regular meeting of the Library Board of Trustees was called to order by Mary Frieze, Chairperson. Members present: Mary Frieze, Cathy Moser, Blanche Chapman, Jean Collins and Patty Turk, City Commissioner. Excused: Marie Anderson, Ex-Officio Director: KellyAnne Terry. Public: Joyce Swanz

Appoint Recorder of Minutes: Joyce Swanz

Reading of the Mission Statement: Cathy Moser

Revisions to the Agenda:

- None

Comments for the Good of the Library:

- Mary Frieze attended the newly formed Cultural Alliance organized by Mary Baumstark, the Director of the Art Center. Mary thinks it will be a good way to talk about what is going on in the community, especially for the groups downtown. Other marketing efforts were discussed.

Disposition of Minutes:

- Blanche moved to accept the July 13, 2017 regular Board minutes as presented. Cathy seconded. The motion passed unanimously.

Financial Reports:

- Regular Library Financials for July were presented and discussed.
- KellyAnne discussed the accounts in the Central Montana Foundation and the possibility of moving some of the Library Trust funds into the Library Endowment. Gaining interest on those funds would be more beneficial.
- Cathy moved to approve the July claims, Patty seconded and the motion passed unanimously.

Director's Report:

- Director's Report accepted as presented and the report is attached.
- Summer Leadership Institute – KellyAnne facilitated and Kari attended. Very rewarding experience for them both.
- Summer Reading Program- Finished on August 5th. Many offsite activities and partnerships were involved this year. Participation was down a little compared to years past, but those who did participate seemed to enjoy the program.
- Network Advisory Council – met in Helena on August 1. KellyAnne talked about the State Library's funding situation and how they are moving forward. The group discussed advocacy for libraries and KellyAnne explained to the Board her theory of rethinking discussions with stakeholders and funders. This council is an advisory board for the Montana State Library Commission.
- There will be a Trustee Training in Bozeman on September 8.
- KellyAnne mentioned several building maintenance projects that the Library would like to pursue this winter.
 - Fixing the non-fiction area carpet where water leaked (this is set-up, just need to get it done)

- Replace carpet with linoleum under the public computers for chairs to roll on easier
- Find a solution (build or reorganize) the entryway area past the foyer. Book donations sometimes fill entire space and the area looks relatively junky. Some restructuring will be pursued.

Statistical Report:

- Library patron counts have been staying relatively steady as well as the circulation amounts. The Public Library Statistics are due to the State Library on November 11, 2017.

Communications:

Friends of the Library:

- Some discussion ensued in Marie's absence.
- There was a Friends Quarterly Meeting on July 26, 2017
- The August sale brought in a little over \$850.00
- Adam Grensten will be painting a mural on the side of the Book Station

Commissioner's Report:

- Presented by Patty Turk
- Voted on the Police Bargaining agreement – shift differential
- Burning restrictions for the City at Stage 2
- Skate park opening August 8, 2017
- Riverdale Sewer Project bids
- State Swim Meet August 7-9 at Lewistown Pool

Discussion with the Public

- None

Continuing Business:

- Building Exterior: Mary Frieze will talk to Holly Phelps about moving this forward
- Director Evaluation: KellyAnne will send her self-evaluation to Mary Frieze and KellyAnne handed out the evaluations used for library staff to all trustees. Timeline for KellyAnne's evaluation is set to be completed in September.

New Business:

- Discussion of Budget – City and County Allocations are through, City General Budget still needs voted on by City Commission and the County is allocating a 2% to the Library
- Board Meeting Date Change: the October board meeting is in conflict with several things so it is moved to the third Thursday - October 19, 2017
- City Personnel issue – KellyAnne explained to the Board the legal issues that have arisen surrounding a former library employee
- Upcoming Meetings
 - September 6-8 – Montana State Library Trainings in Bozeman
 - September 23 – Federation Meeting in Hardin, MT @ Big Horn County Library
 - October 6 – Montana Shared Catalog Meeting in Helena, MT
 - October 15-16 – Public Library Director's Retreat at Chico Hot Springs, MT
- Events:
 - Irish in Montana "Erin in Exile" Cultural Display from Montana Historical Society – Month of September
 - "Erin in Exile" Reception – September 21, 2017 at 6 pm
 - Montana Repertory Theatre – October 8th at 3:00 pm

Trustee Minute:

- Current reads. Patty moved to adjourn the meeting and Jean seconded. Motion passed unanimously.

3:45 p.m. PM Meeting adjourned.

NEXT REGULAR BOARD MEETING: Thursday, September 14, 2017 at 2:00 p.m. in the Upstairs Meeting Room. Respectively Submitted: KellyAnne Terry, Director