

Minutes of the Regular Meeting

Lewistown Public Library



**Lewistown Public Library
Board of Trustees**

**Thursday, 1/12/2017
2:05 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.”

2:05 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, Jean Collins and Patty Turk, City Commissioner, Marie Anderson, Ex-Officio. Excused: Blanche Chapman. Director: KellyAnne Terry. Public: Joyce Swanz

Appoint Recorder of Minutes: Joyce Swanz

Reading of the Mission Statement: Marie Anderson

Revisions to the Agenda:

- None

Comments for the Good of the Library:

- Introduction of Jean Collins as the newest Board Trustee – told of her life and family
- KellyAnne, Marie, Cathy, Mary, Patty and Joyce all told of their lives and family

Disposition of Minutes:

- Patty moved to accept the December 15, 2016 regular Board minutes as corrected. Cathy seconded. The motion passed unanimously.

Financial Reports:

- Regular Library Financials for December were presented and discussed.
- \$10,000 in interest funds from CMF was taken out and deposited into 2220 account for Books & Materials
- LaVonne Limpus's payout is included in the financials
- Library Trust – 2706 Account line item 366 will be paying for the snow and ice removal from the Book Station lot and sidewalks – Brett Thackeray is doing the work
- Patty moved to approve the December Claims, Jean seconded and the motion passed unanimously.

Director's Report:

- Director's Report accepted as presented and the report is attached.
- The appointment of a new trustee, Jean Collins, was done at the City Commission meeting on Monday, December 19, 2016 at 7:00 p.m. There were two applicants and Jean was recommended by the Interim City Manager and voted in by the City Commissioners.
- Kari Albertson-Denison has moved into the position of Library Assistant II and doing well
- Patty Turk was reappointed to the Library Board by City Commission on January 3, 2017
- Library Assistant I is now open and accepting applications
- Public Computer Updates: Ongoing. There will be four computers in youth and five computers in the main section.
- Summer Reading Program 2017 – “Build a Better World” is the theme.

- A wall in youth was painted and stenciled with a Dr. Seuss saying, "Oh the places you'll go!" KellyAnne encourages the Board to check out this new addition.
- KellyAnne is selecting for Montana Library2Go this month – January.
- KellyAnne applied for the Network Advisory Council for the position representing the Montana Shared Catalog
- During Dani's maternity leave, structured story times will be every other week. The off weeks the library will host Group Play.

Statistical Report:

- Circulation numbers and patrons in the Library were down in December, probably due to Holidays and very cold weather.

Communications:

Friends of the Library:

- Presented by Marie Anderson
- Regular January sale brought in \$482
- Christmas Decoration sale brought in \$350 and there is discussion to do this again next year
- Winter Fair – Rare and Collectible portion will be in the Upstairs of the Library and a normal sale will be held in the Book Station on January 28, 2017
- No book Sale in February
- FOL Quarterly Meeting on Wednesday, January 25, 2017
- January marks the annual FOL membership drive

Commissioner's Report:

- Presented by Patty Turk
- Discussion of the controversy of putting a soccer field complex at Brewery Flats
- Dave Byerly was re-elected chair and Patty Turk was elected Vice-Chair
- The Commission did their annual re-appointment to City Boards
- Entrance Avenue – shortened right of way by 10" on each side to make street narrower
- Discussion of a parklet on Main Street for which the Arts and Entertainment District received a grant of \$5000

Discussion with the Public

- Marie visited the Lewis and Clark Library in Helena and enjoyed her time there.

Continuing Business:

- Library Staffing – discussion on how applications are proceeding. KellyAnne and Mary will interview candidates after Winter Fair
- Legislation Discussion – Budget for the Montana State Library is being presented to Legislators on January 18. Mary Frieze will be attending and will talk to Ryan Osmundson and Dan Bartel. The bill to continue the State Aid of .40 per capita has not been introduced yet but should be shortly. KellyAnne was asked to come to Helena and testify on behalf of public libraries for this.
- Strategic Plan Update – KellyAnne will pursue designing a survey for the public regarding this

Upcoming Events:

- Roman Culture Night – March 15, 2017 (Ides of March)
- Lauren Pelon Concert – April 2, 2017 @ 6:00 pm
- Author Dinner @ Elks Club with Christine Carbo – May 17, 2017

New Business:

- Mary Frieze went over Chapter 3 of the trustee manual regarding Ethics. Discussion ensued and notes are attached.

Trustee Minute:

- None

3:45 p.m. PM Cathy moved to adjourn, Patty seconded. Meeting adjourned.

NEXT REGULAR BOARD MEETING: Thursday, February 9, 2017 at 2:00 p.m. in the Upstairs Meeting Room. Respectively Submitted: KellyAnne Terry, Director