

Minutes of the Regular Meeting

Lewistown Public Library



**Lewistown Public Library
Board of Trustees**

**Thursday, 11/10/2016
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, Blanche Chapman, Bridget Tighe, Commissioner Patty Turk, Marie Anderson, Ex-Officio. Excused: Cathy Moser. 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:

- Blanche was pleased that the Library was closed for Election Day to give the staff a break.

Disposition of Minutes:

- Blanche moved to accept the October 13, 2016 regular Board minutes. Patty seconded. The motion passed unanimously.

Financial Reports:

- Regular Library Financials for October were presented and discussed.
- The Library has been named a beneficiary of George Mueller's estate through the Central Montana Foundation Oscar and Josephine Mueller Library Fund. More about this will be discussed when the estate finishes probate.
- All of the funds for the Teddy Birnie estate have been received.
- Blanche moved to accept the October claims, Patty seconded and the motion passed unanimously.

Director's Report:

- Director's Report accepted as presented and the report is attached.
- Lewistown Online is working to switch out and update all of the computers – the older ones will be recycled and the newer ones fit in with staff and public computer stations. This is a fairly large project due to the transferring of files.
- The Library will be using a different type of patron reservation software for the public computers, and not the Envision Ware as initially discussed.
- KellyAnne requests a Board Meeting date change in December from December 8 to December 15.
- Holidays in November - Library will be closed.
 - Veteran's Day, November 11
 - Thanksgiving Day, November 24
- Holidays in December - Library will be closed.
 - Close at noon on December 23 and be closed all day December 24
 - Close at noon on December 30 and be closed all day January 1, 2017

Statistical Report and Communications:

- Received the Central Montana Jaycees grant of \$500 for the Summer Reading Program
- Note Montana Memory Project statistics.
- CMF interest will be taken out in December.

Communications:

Friends of the Library:

- Presented by Marie Anderson.
- Retirement party for Floss Kettering and Jim Dullenty on Friday, November 18, 2016 at 6-8 pm in the Upstairs Meeting Room.
- Regular Saturday sale made \$500 and second Wednesday sale made \$60. The second Wednesday sales will be suspended until April when the weather is warmer.
- December 3 – Regular Book Station sale and Gently Used Christmas Decorations and Items Sale in Upstairs Meeting Room of Library. Both events are 9:00 am – 2:00 pm

Commissioner's Report:

- Presented by Commissioner Patty Turk.
- Annexation group has moved the lawsuit against the City to the Montana Supreme Court.
- Committee of the Whole: Arts and Entertainment District presented a plan to clean-up the downtown area and asked City for funding. Decisions on this will be made at a later time.
- City Phone System is being replaced – opted out of current contract.
- Memo of Understanding will be signed between the Department of Transportation and the Kiwanis group for the maintenance of Kiwanis Park. The City of Lewistown passes through these funds, which amount to \$1000 this year.
- Snow plowing contract awarded to Griffith Contracting @ \$90.00 per hour for three trucks running at a time.

Discussion with the Public

- Patty is donating kid's books written by her mother to Book Station.
- Blanche pointed out that it is nice to be on a Board where everyone enjoys each other's company, which is stated in the Bylaws.

Continuing Business:

- Chili Bowl Discussion – Blanche and Tony will handle food, Friends transfer, set-up and serve and the Library Staff will be organizing questions and logistics of evening.
- Public Library Director Retreat – reported by KellyAnne
 - State aid per capita will again be addressed at the 2017 legislature. Currently it stands at \$.40 per capita, a significant raise from \$.10 per capita in 2012. The \$.40 per capita sunsets on June 30, 2017 and new legislation is needed to extend or raise it.
 - Updated privacy laws were discussed
 - Senator from Bozeman discussed lawmaking process

Upcoming Events:

- Chili Bowl – Jack's Hangar – January 20, 2017 @ 5:00 pm
- Lauren Pelon Concert - Upstairs Meeting Room - Sunday, April 2, 2017 @ 6:00 pm
- Roman Culture Night – March 15, 2017 (Ides of March)
- Author Dinner @ Elks Club with Christine Carbo – May 17, 2017

New Business:

- The conversation regarding the solar panels with CMRC is no longer an option. The Library had the grant in 2007 and is ineligible to receive it again. A report from the installer of the original panels said that the previous grant was for \$25,000 and shows that over the past 9 years, the Library has saved \$2300 in electricity. This is not a very good offset so the project will stand as it is with the current panels.
- The Regular Board Meeting will be December 15, 2016 not December 8, 2016 as previously scheduled. KellyAnne will be on vacation the first two weeks of December and requested the change. The Board ruled to move the meeting.
- Library Board of Trustees Bylaws – Discussion ensued regarding these as well as the Job Description of a Trustee.

Trustee Minute:

- Mary Frieze commented Marie Anderson on her letter to the Editor regarding the future of the Library.

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

NEXT REGULAR BOARD MEETING: Thursday, December 15 at 2:00 p.m. in the Upstairs Meeting Room. Respectively Submitted: KellyAnne Terry, Director