

Minutes of the Regular Meeting

Lewistown Public Library



**Lewistown Public Library
Board of Trustees**

**Thursday, 9/10/2015
2:05 PM – 3:30 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.”

2:02 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, Marie Anderson, Ex-Officio and Commissioner Patty Turk. Director: KellyAnne Terry Public: Joyce Swanz. Excused: Tom Wojtowick

Appoint Recorder of Minutes: Joyce Swanz

Reading of the Mission Statement: Patty Turk

Revisions to the Agenda:

- Add a discussion of the building under continuing business
- Mary wants to report on a conversation with Commissioner Dave Byerly under Budget Discussion.

Comments for the Good of the Library:

- Many comments to board members and staff about the success of Slavic night. It was well-attended and the support of the community is much appreciated.
- Mary mentioned she talked to architect Jeff Sheldon on the evening of Slavic night about how much weight the patio on the Library could hold. Jeff assured Mary that the patio was designed for that sort of function and could hold the weight.

Disposition of Minutes:

- Blanche moved to accept the August 10 regular Board meeting minutes and Patty seconded. The motion passed unanimously.

Financial Reports:

- Regular Library Financials presented and discussed.
- 2015-2016 Fiscal Year Budget approved by City of Lewistown on September 8, 2015.
- KellyAnne mentioned areas where money had been expended so far.
- Blanche moved to approve the payment of claims for the month of August and Cathy seconded. Motion passed unanimously.
- CMF funds were discussed.

Director's Report:

- Director's Report accepted as presented and the report is attached.
- Fergus County approved the 2015-2016 allocation of \$45,585.00 to the Library, this is \$1000 increase over last year's allocation.
- KellyAnne thanked the Board and the Friends of the Library for all their help on Slavic night. KellyAnne also put a thank you in the paper thanking the community for their help.
- KellyAnne passed out the State Library Task Force questions/survey and mentioned that she would like to go over them as a Board at the next regular Board Meeting. The Board agreed to set aside time for this in October.
- KellyAnne went over the meetings/conferences she will be attending over the next few months. A full list is in the Director's Report.

Statistical Report:

- KellyAnne reviewed the statistics and mentioned that a new category was added for the Montana Memory Project.

Communications:

Friends of the Library:

- Presented by Marie Anderson
- Work Days will now be every Thursday from 9-12 to facilitate more time in the Book Station for sorting and organizing.
- The FOL regular meeting will be held the last Wednesday of the month at noon in the upstairs meeting room.
- Marie discussed plans for the Chokecherry Festival Special Sale and who would work.

Commissioner's Report:

- Patty Turk reported on the City Commissioner's meeting held September 8, 2015.
- 21 items on the agenda, most pertaining to the budget
- Patty mentioned the work the American Legion plans to do in Simms Park to update and restore some of the sites there.
- Two new plumbing licenses were approved.
- ROWL now has their group set up at the old Pacific Steel site and there is some concern about what will happen to them and their buildings now that Pacific Steel is no longer in business in Lewistown. The City approved to allow ROWL to stay there for the time being.
- Patty reviewed the taxes on Boulevard Avenue.

Discussion with the Public

- None

Continuing Business:

- Budget Discussion
 - Mary mentioned her discussion with Commissioner Dave Byerly regarding the Library Budget. Dave said he supported the Library and explained his thoughts on this year's budget. He also offered to attend a Board meeting if the Board felt it necessary.
 - Mary showed the Board the letter she wrote as Chairperson to Kevin Myhre regarding the Library Director's salary for the next two years.
 - KellyAnne mentioned her conversation with Commissioner Byerly, Commissioner Hewitt, and Commissioner Gremaux
 - The 2015/2016 Fiscal Year Budget has now been passed by both the City and County.

Upcoming Events:

- Montana Repertory Theatre – Oct. 4, 2015 @ 3:00 p.m.
- Cathy Moser "In the Winner's Circle" - Oct. 8, 2015 @ 6:00 p.m.
- Ellen Baumler "Ghosts" – Oct. 21, 2015 @ 6:00 p.m.
- Ken Robison "Central MT and the Civil War" – Nov. 12 @ 6:00 p.m.

New Business:

- Personnel: Mary and KellyAnne interviewed three candidates for Library Assistant I as a replacement for Lora Poser-Brown who left the Library. There were seven applications for the position. KellyAnne offered the position to Danielle Buehler and she accepted. Dani will start at the library on September 15, 2015.

- Building Exterior - KellyAnne talked with Darryl Tuss and he said that if the Board was willing to commit to a color for the exterior drivet the process could be done in sections if worked to corners or seams. The board talked about doing the two entrances the Library first. KellyAnne will have Darryl look at these two areas first.
- KellyAnne mentioned that she would like to attend the American Library Association conference in Orlando, FL at the end of June 2016. She will write a grant to attend and the Board was supportive of KellyAnne's attendance.

Trustee Minute:

- Mary redid the bulletin board downstairs with the Board of Trustees pictures.
- Mary suggested that she would give the County Commissioners personal invites to upcoming Library events.

3:30 p.m. PM Meeting adjourned.

NEXT REGULAR BOARD MEETING: Thursday, October 8, 2015 at 2:00 p.m. in the Upstairs Meeting Room. Respectively Submitted: KellyAnne Terry, Director