

Minutes of the Regular Meeting

Lewistown Public Library



**Lewistown Public Library
Board of Trustees**

**Thursday, 1/18/2018
2:05 PM – 4:15 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. Members present: Cathy Moser, Jean Collins, Patty Turk, Marie Anderson and Mary Frieze. Excused: Blanche Chapman. Director: KellyAnne Terry.

Appoint Recorder of Minutes: Kari Albertson – Denison

Reading of the Mission Statement: Marie Anderson

Revisions to the Agenda:

- None.

Comments for the Good of the Library:

- Chili Bowl is tomorrow night. Friday, January 19. 28 teams are signed up. We have 25 tables and 200 chairs from Lewistown Rental.
- Mary enjoys the blogs by Library Staff in the paper.

Disposition of Minutes:

- Patty moved to accept the December 14, 2017 regular Board minutes. Jean seconded. The motion passed unanimously.

Financial Reports:

- Claims and business as usual
- Update on plumbing expense: Judith Mountain Plumbing did a great job fixing leaky pipe. Very efficient and cost effective. Estimated \$300.00
- Jean moved to approve financial reports, Cathy seconded. All in favor.

Director's Report:

- KellyAnne reported the valves were replaced and shut off where the water leak occurred above non-fiction. Vince showed KellyAnne and Dani where to shut off the water in the building. The city struggled to get water shut off out back.
- The city custodian resigned after his short employment. Staff is back to cleaning the building.
- The newly-elected commissioners were sworn in a last commission meeting (January 2, 2018). Patty Turk is now Commission Chairperson.
- Self-Staff evaluations have all been turned in. KellyAnne will go through them next week and report back to board in February. Staff will receive evaluations in January.
- Women Lead Central Montana seminar will be on March 12 at Jack's Hanger. This is an inspirational retreat for women. KellyAnne is organizing with Kathie Bailey. Cost is \$25.00.
- Net Neutrality is obsolete. FCC voted to remove. Next couple of weeks we will see effects with advertisements, pop-ups and other internet issues taking over.

- Fergus County Port Authority business meeting this week. KellyAnne is thrilled to be on this board. The planning meeting was last week. Board focus: 1- Workforce development, 2- Business recruitment/retention, 3- Marketing, 4- Collaboration & partnerships.
- NC TEMP = non-county temporary
- Funds from Library Trust have not been moved at this time to CMF as voted forward last meeting.
- Blanche's position is not yet advertised. Be thinking about who may be good board member. An application process is involved, and city manager appoints.

Communications:

Friends of the Library:

- January book sale did very well - \$605.00
- Lyle Gorman is selling specialized books that were donated. Book sales on ebay and has made \$8,500.00. These funds have been deposited in the FOL account. None of the FOL members have volunteered to help with this process but Lyle is happy to do this project.
- Library entrance doors (upstairs) will be refurbished by Jack Gies. This is a big project. FOL will do a plaque when project is done to honor the donor that gave the books that Lyle is selling which will fund this project.
- Updating the upstairs bathroom is a need. SMART flooring will give a quote. Faucet leaks, paper towel holder off wall, floor is bad.
- January 31 is upcoming FOL meeting at noon in the upstairs meeting room.
- Toni Gies will come and give an annual report on the book sales.

Commissioner's Report:

- Shared by Patty
- Committee appointments were announced. Clint Loomis on Parks & Rec. Board. Patty Turk on Library Board. Holly Phelps on Snowy Mtn Development Board. Dave Byerly on Health District Board, Alexandra Dunnington on 911 Board, Diane Oldenburg on CMF board, Diana Hewitt on Airport Board, Gayle Doney to continue going over Ordinances
- Nancy Watts is the new Historic Preservation Officer for the City of Lewistown.
- Interviews are finished for Public Works Director, no appointment yet.
- Patty spoke at Rotary and talked about the city happenings.
- KellyAnne shared details about the issue of Watts getting compensation for the Historic Preservation Officer position.
- Dani will be going to Helena on January 20 to vote on MPEA merging with the teacher's union

Discussion with the Public

- none

Continuing Business:

- Strategic Plan Work survey results shared and discussed. KellyAnne will put together a focus group that will meet twice. 1st meeting will review survey results. 2nd meeting to make a plan.
- Building exterior update by Mary. No bids have been listed in the paper yet. Mary dropped by the city office to get an update from Holly and she wasn't in. Nikki stated they've been busy with Public Works hiring. Mary has appointment set on January 24 with Monte Botteger. Patty will call Holly on 1/19 and check on bid status before Mary has the 1/24 appointment.

Upcoming Events:

- 7th Annual Chili Bowl is Friday, January 19 at Jack's Hanger. We will auction off rounds this year. Each time can buy one round. Bids will start at \$50. Round 7 will be worth double points with bid starting at \$100.
- 8th Annual Author Dinner is Wednesday, May 16 with author Mark Sullivan.
- February 8 Humanities Speaker in the upstairs meeting room at 6pm. FOL will do cookies. Mark Matthews will present on the History of American Social Dance.

New Business:

- The microfilm machine is broken. The new machine is an all in one and will cost \$10,000.00+. Genealogy has contributed \$2,000.00 and KellyAnne will write a grant proposal to the Central Montana Foundation.

Upcoming Meetings:

- KellyAnne, Dani & Kari will attend the Offline conference in Great Falls Feb 2-3.

Trustee Minute:

- Board shared current reads

(4:15 p.m. PM Jean moved to adjourn, Patty seconded. Meeting adjourned.)

NEXT REGULAR BOARD MEETING: Thursday, February 15 at 2:00 p.m. in the Upstairs Meeting Room. Respectively Submitted: Kari Albertson – Denison, Librarian