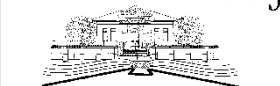


Minutes of the Regular Meeting Lewistown Public Library	
	
Lewistown Public Library Board of Trustees	Thursday, 11/15/2018 2:00 PM – 3:20 PM Upstairs Meeting Room Lewistown Public Library

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.”

2:00 PM Call to order -- roll call – Regular meeting of the Library Board of Trustees was called to order by Mary Frieze. Members present: Mary Frieze, Cathy Moser, Patty Turk and Marie Anderson. Director: Dani Buehler. Library Staff: Kari Albertson – Denison. Excused: Mary Baumstark and Jean Collins.

Appoint Recorder of Minutes: Kari Albertson – Denison

Reading of the Mission Statement: Mari Anderson

Revisions to the Agenda:

- Will work in City Finance Director Nikki Brummond when she arrives

Comments for the Good of the Library:

- Mary F stated things are going very well with Dani as new Director.
- There has been interest in Youth Services position. It was posted internally last week and this week publicly posted

Disposition of Minutes:

- Marie noted a ‘t’ missing in budget on page 2, 4th bullet
- Patty noted she did talk to Holly about the alley runoff issue and Holly said she was unaware of this issue. Holly suggested to have cones put out this winter and city will resolve next summer
- Patty will try to have state roads engineers look at alley design
- We do not have a certified boiler inspector at the civic center or the courthouse
- Patty moved to approve the minutes, Cathy 2nd. The motion passed unanimously
 - Approved of Special Meeting Minutes #5, 6, 7 will be tabled for December meeting

Financial Reports:

- Dani shared reports in a different format that Tonya created

- 2220 is very detailed, 2706 not much information
- Building maintenance is \$5,000.00 – a small amount for this very large, historic building
- Patty suggested next budget to remove this line item and have the city assume all responsibility for building maintenance as the library is a city building. The Board supports this idea
- Marie questioned why the Friends of the Library have to pay for a city building permit when they are volunteering the work and paying for the work to improve a city building. Dani recommends the Friends go to a City Commission meeting and pose this question to the Commission
- Should non-profits have to get building permits in Lewistown? Was discussed
- Cathy moved to approve claims, Patty seconded. The motion passed unanimously

Director's Report:

- Youth position posted. The Friends have agreed to pay for advertising of position in the Billings Gazette and Great Falls Tribune. Board supports this idea
- The position was posted internally last week and publicly this week through Lewistown Job Service, Lewistown News Argus, Facebook, the library website and ListServ
- Position states that preference is given to applications received on or before December 20 but will remain open until filled
- Staff continues to weed collections to shift collections and add a community space
- Marie thinks the Friends can replace the sofa in the youth area to provide a nicer space for sitting than the wagon
- Dani got a quote from Montana Paint and Glass to replace windows by front desk
- New bookshelves are being considered in youth area. The Montana State prison builds them and Dani is looking at this option
- Considering a security system to cover areas of concern in the Library: patio, upstairs, sections in library
- Public Library Statistics have been sent to the State
- Meeting with Nikki reviewed
- Nikki suggests the library ask for CPI increase each year in budget so we can have gradual increase
- If we have a budgetary shortfall we can request a budgetary amendment from the City Commission
- A Library District would take 5-10 years to implement. Dani has a binder full of information. It's much more complicated than anticipated

Communications:

Friends of the Library:

- The November book sale raised an impressive amount \$800.00
- December 1 is Santa's Seconds Sale 9-2pm in library upstairs (seeking donations) monthly book sale is the same day at the Book Station
- The next FOL meeting is Wednesday, November 28 at noon. No December mtg

- Friends are mailing postcards instead of newsletters

Commissioner's Report:

- City name off of grant @ Oullette Apartments
- Gravel bid to Casino Creek Concrete
- Shirley Barrick appointed to Resource Council
- Health District Sanitarian quit. Interim in position now
- Camper ordinance in affect November
- Considering a camping charge at East Fork for next summer
- City has cut 60 diseased trees down this year
- Full time chlorination in city water as there is undetermined contamination
- Monday, December 3 is the next meeting

Discussion with the Public:

- None

Continuing Business:

- Workshop Retreat for Trustees in January will be discussed at next meeting

Upcoming Business:

- Chili Bowl potentially January 18. Need to confirm with Jack
- Author Dinner ideas shared. 3rd Wednesday in May. Bring ideas at next meeting

New Business:

- Will look up updating bylaws to consider including a vote by cell or attend meetings via cell
- Need to consider a safety policy including weapons and service animals in the library
- Need to consider allowing the President of the Friends of the Library to have a vote. Marie has been an non-voting member for ten years and would like to get to vote
- Dani suggested adding a County Commissioner to the Board. Board supports this idea
- Dani recommends the Library stay with current funding, enter an interlocal agreement yearly and explore a district for extended future

Trustee Minute:

- Author Dinner suggestions: Rick Bass, Keith McCafferty and a Miles City author. Dani will seek author. Dinner will be the 3rd Wednesday of May.

(4:00 p.m. PM Patty moved to adjourn, Cathy seconded. Meeting adjourned.)

**NEXT REGULAR BOARD MEETING: Thursday, December 20 at 2:00 p.m. in the
Upstairs Meeting Room. Respectively Submitted: Kari Albertson – Denison,
Librarian**