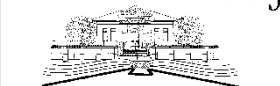


Minutes of the Regular Meeting Lewistown Public Library	
	
Lewistown Public Library Board of Trustees	Thursday, 2/21/2019 2:00 PM – 4:00 PM Upstairs Meeting Room Lewistown Public Library

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, Jean Collins, Mary Baumstark, Gayle Doney and Marie Anderson. Director: Dani Buehler. Library Staff: Kari Albertson – Denison. Excused: Cathy Moser.

Appoint Recorder of Minutes: Kari Albertson – Denison

Reading of the Mission Statement: Jean

Revisions to the Agenda:

- None

Comments for the Good of the Library:

- Board likes the FOL display in Library entrance. Also enjoy the Facebook posts and newspaper blogs. Great job staff

Disposition of Minutes:

- Jean moved to approve the minutes as amended, Gayle 2nd. The motion passed unanimously

Financial Reports:

- Line 2220 – revenue \$0 from county and \$0 from city. Funds were received in December from the county. This \$ is not transferrable
- “Nikki just pays the bills” said Gayle Doney
- Statement of expenditures shows what has been paid out
- \$48,000 total from county comes in 2 payments
- Chili Bowl raised \$3,400
- Building maintenance very close to spent at 92% - expenses to fix elevator up to code, plumbing, boiler inspection and repair to lights out at front entrance
- Window funding to be requested in next budget year to replace windows by front desk

- \$5,000 was not enough for maintenance and this amount had been cut last year
- Gayle suggests requesting more from the county for building maintenance
- Will revisit this topic at April's Board mtg and approach the county in May
- Postage may need to be cut out for Interlibrary Loan
- Office supply is higher due to patron card purchase – the supply is projected to last 5 years
- Mary B motioned to approve the January claims and Jean 2nd. All in favor

Director's Report:

- New Youth Librarian Brittney Uecker introduced
- Staff evaluations are coming up. Dani will conduct these evaluations in a similar fashion as KellyAnne in the past years
- FOL has agreed to pay for new furniture by the front desk. Dani will email images of possible new seating and try to purchase locally
- Computers – quotes reviewed from Morrison/Merilee and Lewistown Online. Lewistown Online service and quote are more suitable to the Library's current needs and sustainable
- Potential plan to boost our internet download and upload speeds to come more in line with State suggestions. We will begin the process with hardware replacement next year. Will get quotes on this idea and discuss further
- Providence is running a test class. Great possibility to partner (another reason we need better internet)
- Decided to utilize Lewistown Online and navigate to upgrade in the next couple years
- Still looking at security systems. Two local businesses have been contacted
- Stats are up
- Discussion on 2220 misc./contributions revenue stream which currently is at \$17,000. Mainly how accessible this money donated specifically to the Library is the Library
- Birney Estate completed with a final \$4,000 check. Previous monies from this estate were deposited into CMF endowment. Dani requested direction on depositing monies into our available balance or permanent endowment. Discussion on placing money into available balance or permanent endowment.
- Jean motioned to deposit donations in available balance in CMF account, Mary B 2nd. All in favor
- Check on a pass thru account with CMF. Goal is to be more transparent with donations to donors and public. Will visit with Niki regarding donations around budget

Communications:

Friends of the Library:

- Marie shared \$600 was made at last book sale. FOL membership forms have been mailed out and an Ad was in the Argus.

Commissioner's Report:

- None

Discussion with the Public:

- None

Continuing Business:

- Board Retreat set for March 25
- April 24 there is a trustee training in Butte
- Discussion on board packets – deliver electronically or mail. Cathy would like her packet mailed. For those who choose email – hard copies of packets will be available at the board meetings
- Board has access to WIREDMT (statewide library listserv) through the board gmail account
- Discussion to invite community leaders and a county/city representative to monthly board meetings

Upcoming Business:

- Women Lead Central Montana Conference is Monday, March 4. Dani is co-chair and is excited about the training and speakers. FOL will discuss the possibility of sponsoring a speaker at their next meeting
- MLA is April 10-13 in Helena and the majority of staff will attend. May close library for a couple days. Marie stated in years past the FOL has volunteered to help staff library and that may be an option, so the library didn't have to close

New Business:

- Director evaluation will take place after staff evaluations

Trustee Minute:

- Dream Big! Board dreams big for library future:
Open 6 days a week – Marie
City pay for union negotiated salary – Mary B
A larger Board – Mary F

What does our community need?

Who is the stranger to the library and what do they need?

Suggested to participate in a cultural needs assessment – Mary B

4:00 p.m. PM Mary B moved to adjourn, Jean 2nd. Meeting adjourned.

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