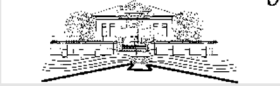


<b>Minutes of the Regular Meeting</b> <b>Lewistown Public Library</b>	
	
<b>Lewistown Public Library</b> <b>Board of Trustees</b>	<b>Thursday 4/21/2022</b> <b>1:30 pm – 4:15 p.m.</b> <b>Lewistown Public Library</b>

### **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.”**

**1:30 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, Jean Collins, Mariah Shammel, Arlene Mari, Gayle Doney. Director: Alissa Wolenetz. Library Staff: Brittney Uecker.

**Appoint Recorder of Minutes:** Brittney Uecker

**Reading of the Mission Statement:** Jean.

### **Revisions to the Agenda:**

- Gayle requested an action item to decide whether the Board intends to seek MMIA coverage in order for the City to allocate funds accordingly as they work on budgets for next year. This was moved to the MOU discussion under Continuing Business.
- Alissa requested approval for a holiday closure for 3 hours on Friday, May 27 and 5 hours on Saturday, May 28. Cathy moved to approve, Jean 2<sup>nd</sup>. All in favor.

### **Disposition of Minutes:**

- Jean moved to approve the March 16, 2022 regular meeting minutes as corrected, Gayle 2<sup>nd</sup>. All in favor.

### **Financial Reports:**

- The final payment for the TIF grant for the windows has gone through.
- The \$1,000 grant from Penguin Random House for the Summer Reading Program has been deposited.
- Gayle moved to approve March claims, Jean 2<sup>nd</sup>. All in favor.

### **Director’s Report:**

- Building updates:
  - The lights in the upstairs meeting room have been changed.

- FOL are considering sponsoring EFIS repairs and would like to meet with the Building Committee.
- Youth Programming:
  - A lot of preparation is being made for the Summer Reading Program, including collecting sponsorships and setting themes and programs.
  - Brittney has received a \$500 grant through Humanities Montana for book kits for youth reading groups.
  - Brittney is planning a STEM camp for August 10-12.
  - The Library and FOL worked together to submit a grant application to CMF to fund a Dolly Parton Imagination Library program for Fergus County.
- Adult Programming:
  - Humanities Montana is holding an in-person kickoff event on April 28 from 4-6 PM at the Library. Lewistown will potentially remain as the host for Hometown Humanities until May 2023. Summer speakers so far include Mo Reynolds and Ken Robison.
  - The Welcome to Lewistown Book Club will meet on April 26 to discuss “The Giver of Stars” by Jojo Moyes.
  - The Council on Aging has begun distributing waivers to possible participants for a Library/Meals on Wheels partnership.
- Other:
  - We are still working to categorize users correctly as city or county residents.

## **Communications:**

### **Friends of the Library: (Arlene)**

- The April Book Sale brought in \$862.50. A set of classic books that was advertised online sold for \$300.
- April was the first book sale with no scanners allowed and it was handled well.
- FOL has developed a mission statement.
- FOL is planning to get together with the Building Committee to do a walk-through inspection of the exterior and will pay to replace it. The Building Committee consists of Cathy Moser (chair), Cory Birdwell, and Jeff Sheldon so far. Mary F. would also like to attend.

### **City Commission: (Gayle)**

- Commission is currently working on budgets and training new commission members.

## **Continuing Business:**

- The Director informed the Board of key decisions and meetings that will occur at the state level in the upcoming weeks regarding insurance coverage for Montana’s libraries. The Director also reviewed possible outcomes for the Library depending on those decisions.

- The Director advised the Board that the MSL will have a legal opinion next week regarding whether Boards can legally delegate away personnel authority. Mike Meloy has advised that this authority is non-delegable. The City Manager has said in negotiations that she would be willing to strike the paragraph asking for this to be stricken from the proposed changes to the MOU.
  - The Board was advised by Tom Wojtowick that if information is gathered at the negotiating meetings that will be relevant to a Board decision and a quorum is present, there needs to be public notice or the quorum needs to be dissolved in order for it to be a legal meeting.
- The City Manager sent an email to Board members today requesting a decision about MMIA by May 16 and seemed to infer that she believes all revisions to the MOU are complete. The negotiating committee is scheduled to meet next week for additional discussion (*these negotiations were tabled later in the meeting - see below*).
- The Director presented alternatives to the current MOU and explained how those alternatives might impact the Library's funding structure.
- The Board decided to send a letter to the City Manager indicating intent to move forward with the City on negotiating the MOU and seeking MMIA coverage. This letter will include that the Board is waiting on appropriate legal language from MSL/MMIA before resuming negotiations. Jean moved to have Mariah draft this letter, Cathy 2<sup>nd</sup>. All in favor.
- The Board reviewed the latest version of the proposed changes to the MOU following negotiation meetings thus far.
  - Additions proposed by the Board included the following:
    - The City will keep record and inform the Library of vacancy savings.
    - The City is the fiscal agent of tax-payer funds only.
    - The Library's mission statement.
    - The Board Chair and City Manager will meet monthly – stricken.
    - The Board and City agree to work cooperatively and communicate about all changes affecting the Library and staff.
    - The Board has authority to execute contracts and may consult with the City if the need arises.
  - All language concerning delegation of Board authority and personnel management is stricken from the proposed changes to the MOU until the Board receives legal guidance from the MSL/MMIA.
- The Chair clarified that at this time, Mike Meloy is advising the Board, not representing them.
- The issue of an advisory committee was tabled for a future meeting.
- The Director distributed information about the steps required to establish alternatives to the Library's current administrative structure.

**New Business:**

- The Director requested the Board's approval for two seasonal employees at 25 hours/week. Mary moved to accept the request. Mariah 2<sup>nd</sup>. All in favor.
- The Board held the first of two required public hearings on changes to bylaws. The Board proposed increasing the number of Board members that can attend virtually. Mary noted that the current limitations on virtual attendance were put into place before web conferencing was available. The Board also proposed limiting public comment to four to

five minutes per person. Gayle suggested including notifications of any final changes to public comment periods on the Library's website and on the back of agendas.

**Trustee Minute:** None.

*(4:15 PM Gayle moved to adjourn, Cathy 2<sup>nd</sup>. All in favor. Meeting adjourned.)*

**NEXT REGULAR BOARD MEETING: Thursday, May 19, 2022 at 1:30PM.**

**Respectively Submitted: Brittney Uecker, Librarian, and Alissa Wolenetz, Director.**