



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 Jean Collins. Trustees Present: Jean Collins, Arlene Mari, Andrea Payne, Mariah Shammel (via Zoom), Mary Callahan-Baumstark (via Zoom). Excused: Dani Buehler. Library Staff Present: Alissa Wolenetz and Chiara VanderBeek.

Appoint Recorder of Minutes: Chiara VanderBeek.

Reading of the Mission Statement: Andrea Payne.

Revisions to the Agenda

- None.

Comments for the Good of the Library:

- None.

Disposition of February 15, 2024 Regular Meeting Minutes

- Mariah moved to approve the February 15, 2024 Regular Meeting minutes. Andrea 2nd. All in favor.

Disposition of March 7, 2024 Work Session Minutes

- Mariah moved to approve the March 7, 2024 Work Session minutes. Andrea 2nd. All in favor.

Financial Reports

- The City Office is working on a bill for the County's share.
- The Board reviewed the new format for Central Montana Foundation (CMF) reports.
- In May, Alissa will request Board approval to transfer \$5,000 from CMF to the Library's depreciation fund. This amount will be matched by the City per the current MOU.
- Misty is working on getting irrigation meters installed in order to reduce water bills.
- The Board discussed the average monthly cost of the Book Station. On average, utilities cost \$271 per month and special property taxes cost \$167 per month, for a total of \$438 per month.
- Mary moved to approve February claims, Andrea 2nd. All in favor.

Discussion of Director's Report

Library Statistics

- Alissa noted that two-thirds of Lewistown residents have an LPL card and that on average, the LPL issues one new card per day.

Programming

- Take-home craft kits continue to be popular.
- Alissa and Chiara discussed future youth programming ideas, including a potential partnership with One Health to build teen life skills and resiliency.

Communications

Friends of the Library - Arlene

- The FOL made over \$1,000 at the March Book Sale.
- The April Book Sale will be focused on gardening books. Board and card games will also be available.

City Commission - Alissa

- Dani was absent. Alissa updated the Board about the Commission's recent public hearing to identify needs for grants. During this hearing, she answered questions about developing a Library Master Plan.

Discussion with the Public: None.

Continuing Business

- *Update on Author Dinner.*
 - The 9th Annual Author Dinner will be held on Wednesday, May 8th at The ELKS Club with speaker Russell Rowland. Tickets are \$50 per person and include a dinner of marinated tri-tip steak, shrimp scampi, or vegetarian pasta.
 - Author Dinner Committee members, including Drew, Alissa, Mary, and Jean, provided an overview of their preparation for the event. Each Board member agreed to sell one table of eight and bring one silent auction item for the event.
 - Starting with Author Dinner, Drew will focus on event planning and Alissa will focus on Summer Reading Program.
- *Discussion and action on Director's Personnel Recommendation.*
 - Alissa requested that the Board approve the panel's hiring recommendation for the 12-hour, permanent Library Assistant I or II position. Mary moved to approve the recommendation. Andrea 2nd. All in favor.
- *Discussion and action on endorsing a Board member candidate for the April 2024 opening.*
 - Mary was the sole applicant for this Board opening. Mariah moved to endorse her for the position. Andrea 2nd. All in favor.
- *Discussion and action on modifying building closure (April 17-20) to remain open through 3 PM on Wednesday, April 17.*
 - As staff will not be attending training the morning of Wednesday, April 17, Alissa requested a modification to the building closure hours to remain open for part of that day. Due to unpredictable weather and road conditions, Mary moved to modify hours to remain open until 1 PM on Wednesday, April 17. Andrea 2nd. All in favor.

New Business

- *Discussion on Spring Federation Meeting attendee(s).*
 - The Spring Meeting for the South Central Library Federation will be held Saturday, April 6th in Billings. This meeting must be attended by a Trustee or Director. Mary volunteered to attend the meeting on behalf of the Board.
- *Brainstorming for Summer Reading Program.*
 - Alissa and Chiara presented ideas for this year's theme, "Adventure Begins at Your Library." These include pool and movie days, a free book fair, establishing an aquarium to learn about water and nutrient cycles, and holding events in the parks and at the pool.
 - The Board brainstormed several ideas to explore, including fishing at the Frog Ponds, partnering with the Turner Education Center at Brewery Flats, hosting a picnic at Big Springs Trout Hatchery, and stargazing. They also recommended reaching out to other organizations, including Scouts and BLM, for more suggestions.
 - Alissa, Chiara, and the Board also discussed the possibility of having an egg-incubating and chick-hatching station at the LPL this spring.

Trustee Minute

- Arlene recently watched and enjoyed *Dune 2*.

(3:11PM Meeting adjourned.)

NEXT REGULAR BOARD MEETING: Thursday, May 16 at 1:30 PM

Respectfully submitted by Chiara VanderBeek.