Lewistown Public Library

Meeting Minutes	**Wednesday, February 18, 2026**
Lewistown Public Library	**1:00 PM**
Board of Trustees	**Lewistown Public Library**

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.

1:00 PM – Call to order – Roll call – Regular meeting of the Library Board of Trustees called to order by Board Chair Mary Callahan Baumstark. Trustees Present: Mariah Shammel, Andrea Payne, Mary Jo Hamling (Ex Officio), Jean Collins, Deb Bowser, and Mary Callahan Baumstark (via zoom). Alissa Wolenetz (LPL Director) and Holly Phelps were both present as well.

Appoint Recorder of Minutes: Alissa Wolenetz. Minutes later taken from Zoom recording by Mary Callahan Baumstark.

Reading of the Mission Statement: Mariah Shammel

Revisions to the Agenda: Kris Goss would begin training at 2:30

Comments for the Good of the Library: None.

Public Comment on All Agenda and Non-Agenda Items: None.

Disposition of January 21 & 30, 2026 Regular Meeting Minutes

- Regular Meetings Minutes from January 21, MS moved to approve as read, AP seconded, passed unanimously.
- Special Meeting Minutes from January 30, added mention of Mosaic specifically. AP moved to approve as amended, DB seconded, passed unanimously.

Financial Reports

- Attention was brought to a few subscriptions that were used in programming, like the Cricut, and with staff, including the Calm app.
- Alissa reported that we have received interest on our endowments with CMF.
- MS also asked questions about hot spot expenses and printer support expenses.
- MS moved to approve, AP seconded, passed unanimously.

Discussion of Director's Report

- MJH asked for clarification on the grant mentioned, Alissa said it was Pizza Hut.

- MCB asked questions about Kanopy usage. Alissa said that Kanopy has not been "rolled" out, partially to avoid confusion with Hoopla. The Board expressed an excitement to roll that out, and clarified the payment structure. Alissa agreed to report back with current usage.
- MCB asked about the substitute librarian program, Alissa and Holly reported that everything is all in place and ready to be posted through job services.
- MCB asked about a water fountain leak and door repair. Alissa reported that there is also a key broken off in the book drop that needs to be repaired.
- Alissa thanked MJH for her support mailing inter-library loans. MCB clarified that we are not currently loaning through ILL. Alissa said that's a possibility for after Cerina (new employee) is trained, given that we implement some limitations, as past loan requests have exceeded our capacity to loan.
- Alissa said that she would be bringing forward a request for closure during the upcoming MLA conference in April. Holly mentioned that closing entire departments is unusual within the city.
- MCB mentioned that the Board should have another hour of training this spring with Kris Goss when we review our bylaws specifically regarding:
    - Where we post notice
    - Whether or not we record our meetings
- MCB repeated her desire for a specific email for the Board chair or the Board. Alissa said it could be created easily.
- MJH brought up the additional cleaning tasks that the staff have been performing, mentioning that other Friends and members of the public have mentioned it to her. The Board expressed concerns about the appropriateness of the task and the overwhelm of an understaffed library. MJH requested adding cleaning to the next agenda. Holly expressed that every other City Department cleans their own facility, but the LPL experiences more public traffic. Alissa expressed concern that the Board was trying to adjust work descriptions, and the Board expressed our desire to appropriately maintain the facility, respond to public comment, and support the highest good of the staff.
- MJH also brought up shoveling, particularly on weekends. Alissa talked about how the LPL has been unable to find a vendor to address the Main St. side of the building. The Board expressed concern about liability, and a desire to hire external vendors for the cleaning and exterior maintenance. The Board also offered referrals.

Communications

- **Friends of the Library | Mary Jo Hamling**
    - Reported that the Dolly Parton Imagination Library in Fergus Co has distributed over 10,000 books. Reported a successful book sale, and a visit from the Boys and Girls Club where kids got to pick out books and the Club paid for them.
    - MCB reported that the Friends held a Chili Bowl postmortem that included a discussion of forming a fundraising committee.
- **City Commission | Deb Bowser**
    - Reported discussion on parking downtown.
- **Building Committee Report | Andrea Payne**
    - HP reported that Mosaic is on-board and optimistic about timelines.

New Business

- **Review of the Director's Hiring Recommendation (Action)**
    - Motion to hire Candidate A for a Library 2 position for 40 hours a week
        - Cerina Kenison
    - MS moved, AP seconded, passed unanimously
- **Mid Year Check In**

    - MCB asked Alissa to provide dates for scheduling a mid year check in with the Director's work plan before the next Board meeting.

Board Training with Kris Goss

3:40 PM - Jean Collins moved to adjourn the meeting, Andrea Payne seconded, passed unanimously.