

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Thursday, November 19, 2020
Meeting held online via Zoom**

The North Lake County Public Library District is committed to providing access to its proceedings in accordance with MCA Title 2, Ch. 3 Part 2 Open Meetings. All comments received, including those received through the online meeting platform, become part of the official public record of the North Lake County Public Library District Board proceedings in accordance with MCA 2-3-212.

MEMBERS PRESENT: Allen Bone, Clint Hoxie, Maggie Newman, Brooke Wegner, Holly Wurl

OTHERS PRESENT: Abbi Dooley, Mallory Witham, Cindy Willis, Nancy Armistead, Tracy Cook

The meeting was called to order by Chairman Clint Hoxie at 5:32 p.m.

ADDITIONS OR CHANGES TO THE AGENDA: None.

PUBLIC PARTICIPATION COMMENTS FOR ITEMS NOT ON AGENDA: None.

APPROVAL OF MINUTES: Allen moved and Maggie seconded *the motion to accept the minutes of the regular meeting of Thursday, October 22, 2020 as written.* There being no objections, **the motion passed** by consensus.

FRIENDS OF THE LIBRARY REPORT: No report.

FOUNDATION REPORT: Holly reported that the team continues to work on the December 1st Giving Tuesday project. The Foundation will be matching funds up to \$5,000.00. Cindy encouraged the group to “friend” the Foundation on social media and asked Abbi to put something mentioning Giving Tuesday on the library’s website. The Foundation hopes to have a meeting to conclude the feasibility portion of the work with Campaign Counsel. Cindy reported that they would like to involve the Friends of the Library as well and asked about an organizational chart to help everyone understand the roles of the different groups of the library. Abbi said she would put this together and email it out. Cindy reported that the Foundation also would like to offer special tours of the library to potential donors. Cindy noted that the Giving Tuesday fundraiser is not for renovation but will go toward the purchase of a new technology cart, new public computer chairs, and DVD shelving, which are all needs of the library as suggested by Abbi.

LIBRARY DIRECTOR’S REPORT:

Administrative:

Public Library Statistics FY2020: Abbi reported that she has completed and submitted the annual statistics to the Montana State Library and has provided a copy of this year’s figures with the meeting packet. Holly expressed concern regarding the drop in the number of print materials since 2017. Abbi explained that weeding of the collection had not been done for many years before she started as Director, there were also some changes to the catalog that allowed for lost materials to be removed and the prior Director added to the state supplied figures for books that weren’t cataloged. Holly continued to express her concern as did Clint and requested that Abbi put together a report for the January meeting explaining the decreases from 2017 forward. Allen expressed concern over how long this may take Abbi to compile and suggested to just look back one year and keep watching the trend. Holly also expressed concern again about how long she has been waiting for national best-selling books on hold. Abbi suggested she call her so she can explain what is happening with her particular holds. Abbi assured the group that she is purchasing new books, including best sellers, weekly and they are on the shelves typically within a week of receiving them.

Library Services:

New Library App: The new app launches November 16th. To find the app search the app store for “Montana Shared Catalog.” Staff will advertise and promote this. The staff are very excited about the ease and user friendly features of the app for library patrons.

Closure Dates:

- November 26 & 28 – Thanksgiving & following Saturday
- December 24-26 – Christmas Eve, Christmas Day & following Saturday
- December 31 – Closing at 4 p.m.
- January 1 & 2 – New Year’s Day & following Saturday
- January 18 – Martin Luther King Jr. Day

Staffing Update:

Information Technology Librarian Position: Abbi reported that seven people applied. Three were interviewed and an offer was made to a person that turned down the position today. The individual decided that the hours necessary for the job would not work for them. Abbi will re-advertise the position.

Youth Services Librarian Position: Eighteen people have applied and four are scheduled to be interviewed in December.

Continuing Education & Meeting Schedule:

Partners Meeting: Abbi provided a report on the November 16th meeting. The holds sheltering pilot was explained to the Trustees. All new items will be sheltered for 60 days throughout the partnership starting December 15th. This pilot will be held over a six-month period. The first three months will be mandatory for all of the partner libraries. The second three months will be optional. Abbi explained the possible good and bad outcomes of this project. Holly asked why there is a lag in showing new items added in the Enterprise system. Abbi explained that the delay is something beyond her control and is unsure of the time it takes for new items to appear. She noted, however that the new app should show new items quicker as those lists are manually updated.

Library Design Institute: Abbi reported that she wasn’t able to listen to all of the sessions, but the following things were talked about with post-COVID renovations to be prepared in the event of another pandemic: entrances, eliminate carpeting, create more hard, cleanable surfaces, and move toward colorfast, bleach durable furniture. They also suggested adding to patron services available on mobile devices, self-checkouts and moving away from public computer banks. Abbi has a link available until February 18th if anyone would like to listen to the sessions.

BOARD BUSINESS:**Financial:**

October 2020 Financial Report: Abbi provided the October 2020 claims, monthly spreadsheet, and BMS reports to the Trustees prior to tonight’s meeting. Maggie moved and Allen seconded the *motion to accept the October 2020 Financial Report as presented*. There being no objections, **the motion passed** by consensus.

Unfinished Business: None.

New Business:

Monthly Statistics Report: Abbi had provided the October 2020 Statistics Report to the Trustees prior to tonight’s meeting. Maggie asked about the status of the book nooks. Abbi explained that most of the businesses would not allow Lizzy to bring books into their buildings due to COVID, but she will fill at Les Schwab and Beacon. Abbi added that the Story Shuttle’s battery is dead and that she has an appointment for it with Beacon Tire to get it started and put the snow tires on.

COVID Review: Abbi asked for the Trustee’s opinion on the Library’s hours, and potential service changes due to increasing cases in Lake and surrounding counties. There was some discussion and the consensus was that nothing really needed to change at this time. The only change would be that the staff would try to refrain from assisting patrons too closely, especially at the computers. Abbi did note that there is no more room to accept donations, so signs will go up stating this.

Cindy Willis left the meeting at 6:18 p.m.

OTHER BUSINESS:

Letter to the Trustees: A letter addressed to Clint was received from Dale Hannon, a school librarian. A copy of this letter is attached to these minutes.

Invitation from the City of Polson: The new City Manager, Ed Meece asked Abbi to pass on an invitation to do a special Zoom call for the Trustees and other library groups regarding the proposed resort tax. Allen had attended a session earlier in the day and gave an overview. Abbi noted that the City had provided the library with two print copies of the presentation for the public. The group decided that those interested could attend the next public forum.

PUBLIC COMMENT: None.

NEXT REGULAR MEETING: The next regular meeting of the North Lake County Public Library District Board of Trustees is scheduled for Thursday, January 28, 2021 at 5:30 p.m. via Zoom.

The meeting adjourned at 6:26 p.m.

Respectfully submitted,

Abigail J. Dooley

Abbi Dooley, Library Director

November 11, 2020
39625 Highland Drive
Polson, Mt. 59860

North Lake County Public Library Board
2 1st Avenue East
Polson, Mt. 59860

Clint Hoxie (Chair) and other NLCPL board members:

In August, I received a letter of inquiry from the library foundation seeking my comments and input (as a public school librarian and former foundation board member) concerning an effort to raise money to remodel the current public library. Since the time I visited with Mrs. Brownell, in September, I have had more time to consider my position on the project as proposed by the library board.

When the Boys and Girls club opened their facility, I found myself reflecting that they had chosen an especially advantageous location for their new building. My next thought was that having the public library in the same area of town would be a great advantage for the families and youth of our community. Has the library board looked into the possibilities of building on open space in that area of town? My understanding is that the land for the Boy's and Girl's club was donated by St. Joseph Medical Center.

The current location of the library (while being lovely for its proximity to the lake) is not convenient for our families and children. In order to reach the library from most of the residential areas of town, one must cross our very busy highway. The area near St. Joseph's is also close to three of our four public schools as well as the Boy's and Girl's club and a new, large daycare center and two churches. Access is more convenient from most of the housing in the town of Polson. There is also the possibility of a lake view from that area of town.

My understanding is that the projected cost of remodeling the current facility is somewhere in the neighborhood of 2 million dollars. That amount of money would be a good start toward a more up-to-date and perhaps larger building in another location.

I am hopeful that the library and the foundation boards will consider this suggestion before making a commitment to remodeling the current facility.

I have shared this letter with Susan Erickson (PHS Library), Roxanne Hovenkotter (Linderman Library) and Amber Tucker (PMS Library) and they have agreed to my adding their names as being supportive of this letter.

Sincerely, Dale Hannon

