

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Thursday, March 25, 2021
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

The meeting was called to order by Chairman Clint Hoxie at 5:30 pm.

ADDITIONS OR CHANGES TO THE AGENDA: None.

PUBLIC PARTICIPATION COMMENTS FOR ITEMS NOT ON AGENDA: None.

APPROVAL OF MINUTES: Maggie asked that the minutes be corrected to say that the Foundation is meeting weekly. Allen moved and Maggie seconded the *motion to accept the minutes of the regular meeting of Thursday, February 25, 2021 as corrected.* **The motion passed with no objections.**

FRIENDS OF THE LIBRARY REPORT: No report.

FOUNDATION REPORT: Maggie had Abbi show the Foundation's campaign video to the group. Maggie added that the campaign logo has been completed and reported that the campaign committee trained with Campaign Counsel last week to learn how to go about asking for pledges. She made the Trustees aware that they and the Friends will be approached during the "family phase" of the process. Becky Peltz is volunteering for the Foundation and working in the library's small meeting room. Cindy added that although everyone will be asked for a pledge, there will not be pressure about how much to contribute, and added that it is a group effort. Cindy thanked Maggie for all of her help with this endeavor.

LIBRARY DIRECTOR'S REPORT:

Administrative:

GPCF Grant: Abbi is meeting with a representative from the Greater Polson Community Foundation next week regarding a new grant opportunity. Abbi stated that she is looking into the purchase of an all-in-one copy machine that could be used by the public and take payments for this year's grant application. With funds from the grant and funds given to the library by the Friends, this should be doable. Clint noted to be sure the cost includes ongoing maintenance.

Building & Equipment:

New computer chairs: Abbi has ordered 15 new chairs in dark blue. These are plastic, have a 10-year warranty, and will be easy to clean.

Other Giving Tuesday items: Abbi reported that she will wait to purchase the tech cart until the new tech person is hired. She noted that the State Library will be getting money from the latest Federal COVID Act which could mean more hotspots or other devices, and wants to be sure she buys what is needed. She also reported that there weren't enough funds to pay for new DVD shelving at this time.

Staffing: Bruce Fussell, Technology Librarian was offered and accepted a new job. His last day was March 12th. The position will be advertised at the beginning of June. Holly asked about the length of time to advertise. Abbi responded that the position will be open for a minimum of two weeks, but does not want to advertise it too long as people who

are looking for work often don't want to wait weeks to find out if they have gotten the job. Allen asked about prior applicants and Abbi stated that the other candidates were not a good fit.

Library Programs & Outreach:

Adopt-a-Book: The Library took in about \$255 for a total of 17 books adopted.

Story Shuttle: Felicia has contacted local daycares and preschools in hopes to resume Story Shuttle service in April.

Online Story Times: Felicia will begin live Zoom story times in April with a hope to return to limited in-person story times in May. Lake County Public Health reached out to Felicia to collaborate on recorded story times in conjunction with a program that they run.

Leslie Budewitz: April 20th at 7pm via Zoom book reading and discussion for her new release. Abbi described Leslie and the release of her new book that will be written under the pen name of Alicia Beckman. This will be her first suspense novel. Participants must pre-register to get the link.

Continuing Education & Meetings:

MLA Conference Online: Reminder, the conference is virtual April 14-17. Trustees can register and submit for reimbursement. The cost is \$50.00 for the whole conference for Trustees.

Tamarack Federation Meeting: The meeting will be either May 14th or 15th in Missoula or on Zoom. No final decisions have been made yet. Abbi will let Brooke know as soon as she hears. If it is in Missoula it will be held at the Missoula Public Library which is set to open May 3rd.

BOARD BUSINESS:

Financial:

February 2021 Financial Report: Abbi provided the February 2021 claims, monthly spreadsheet and BMS reports to the Trustees prior to tonight's meeting. Maggie asked and Abbi answered that Library Ideas is the Freegal subscription. Allen asked if we still had Amazon Prime. Abbi responded that she decided to cancel it as the cost is outweighing the benefit. Maggie moved and Holly seconded the *motion to accept the February 2021 Financial Report as presented*. **The motion passed with no objections.**

Montana Community Foundation: The Rosa Annuity annual distribution was received in the amount of \$576.44.

Discussion and acceptance of bid for Financial Review: Abbi stated that she spoke with Bob Denning and he wanted her to know that his proposal followed the State of Montana's requirements for a financial review. He reminded her that the State is on a four-year financial review cycle, and therefore the library may be chosen for a formal review any time. Selection is random. Abbi noted that the last audit was done in FY2016. Clint asked what the pleasure of the Board is regarding this, and Maggie stated that having a review was already discussed. Denning, Downing, and Associates proposal came in lower than Anderson Zurmuehlen and Wipfli and the Trustees felt all three were equally qualified. Maggie moved and Allen seconded the *motion that the Board instructs Abbi to contact Denning, Downing, and Associates to engage them for the purposes of a Financial Review for FY2020*. **The motion passed with no objections.**

Cindy Willis left the meeting at 6:01 p.m.

Unfinished Business: None.

New Business:

Monthly Statistics Report: Abbi provided the February 2021 Statistics Report to the Trustees prior to tonight's meeting. Clint noted that the cardholder number dropped significantly. Abbi explained that each February those cards that have been inactive for three years or longer are removed from the system. Maggie and Clint noted the wireless sessions were much higher in February and asked if they were counted differently. Abbi will look into this and keep an eye on it.

OTHER BUSINESS: None.

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, April 22, 2021 at 5:30 p.m. via Zoom.

The meeting was adjourned at 6:03 p.m.

Respectfully submitted,

Abigail J. Dooley

Abbi Dooley, Library Director