

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Thursday, April 22, 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, Felicia Gill, Cindy Willis

ADDITIONS OR CHANGES TO THE AGENDA: None.

PUBLIC PARTICIPATION COMMENTS FOR ITEMS NOT ON AGENDA: None.

APPROVAL OF MINUTES: Holly moved and Brooke seconded the *motion to accept the minutes of the regular meeting of Thursday, March 25, 2021 as written.* **The motion passed.**

FRIENDS OF THE LIBRARY REPORT: The Friends took all of the remaining donation boxes from the annex. This will allow the library to begin taking donations again.

FOUNDATION REPORT: Maggie reported that the Foundation met on April 19th in the Library's large meeting room. They have finished with the design portion of the campaign. So far, \$573,900 has been raised. This includes pledges from the Foundation and the Library's Depreciation Reserve Fund. Cindy reported that the meetings with the "Family" group have started and they hope to complete this phase by May 1st. The next phase of the Campaign is the "Quiet Phase". Mike Mitchell has joined the Foundation as a new board member.

LIBRARY DIRECTOR'S REPORT:

Administrative:

GPCF Grants: Abbi submitted an application for the new Trust Grant program that the library was invited to apply for from the Greater Polson Community Foundation for \$3,000. Abbi also submitted a project grant for \$5,000 for a new all-in-one copy machine for the public's use. Abbi gathered quotes from four different companies with the lowest coming in at approximately \$7,300 plus maintenance. The remainder of the cost would be paid with funds received from the Friends of the Library. Holly asked where this new machine would be placed. Abbi answered that it would go where the research computer currently is.

ELSA: The library received the Excellent Library Service Award presented by State Librarian, Jennie Stapp. Abbi received a letter of congratulations, noting that the library met all the standards of excellence even during the pandemic.

LFVCF: The library received a \$2,000 grant from the Lower Flathead Valley Community Foundation for the Summer Reading Program.

Building & Equipment:

Computer Chairs: New computer chairs were received, paid for by the Foundation's Giving Tuesday event. Abbi noted that we will do some marketing to thank the Foundation. Patrons have expressed their approval of the new comfortable, lightweight chairs.

Staffing:

Maclaen Burningham: Maclaen will return one hour per week starting in May.

Library Programs & Outreach:

Summer Reading, Youth Programming and Services: Felicia reported that she has the Summer Reading Program schedule complete and is excited about the guest speakers that will be coming. She is happy to report that she will be able to do in-person programming at Sacagawea park and has worked with Pat from the City to secure all the permits required. Felicia also reported that she has created a video giving a quick overview of the Summer Reading Program which she plans to put on the website closer to summer. This provides a virtual option should some schools prefer that to an in-person visit. This year the State Library partnered with Town Pump Charitable Organization to create a grant called the "Keep Kids Reading Grant". Felicia has applied for a grant of \$1,000 for the SRP program. Felicia also had her first Story Shuttle visits. She read to approximately 55 children. She took an Earth Day milk experiment with her to the child care groups, which they really seemed to enjoy.

Public Health Partnership for Story Time: Felicia reported that she has partnered with Gwen Hadrits, the Parent Educator/Home Visitor from Public Health for Story Times. Gwen makes her own take and make kits to match Felicia's weekly themes. If Gwen's families watch the videos, and create the craft, they will receive a free family meal from Pizza Hut. Felicia reported that she is very excited to have her first in-person Mother Goose time on Monday April 26th at 9:15 a.m. Felicia contacted the Public Health Department and they recommend the library follow the current CDC recommendation for social distancing for in-person programming. Maggie asked what the theme for this year is. Felicia told the group it is "Tales and Tails" and expressed how easy this theme has been to work with. Felicia listed just a few of the community groups that will be coming in to give presentations. These include the local animal shelter, the Salish and Kootenai Confederated Tribes, PBS, and Fish, Wildlife and Parks, among others.

Mission Mountain Enterprises Group Tour: Mallory reported that the group came to the Library on April 9th and were in the building for about an hour. She was expecting fifteen people, but several more than that arrived. Angela, Lizzy and Mallory answered questions, helped the clients find materials and check things out on the organization's group card. The Director of Mission Mountain Enterprises and Mallory had a good conversation about continuing to build the relationship between the organizations.

Leslie Budewitz Zoom Presentation: Mallory reported that on April 20th at 7pm there was a Zoom book reading and discussion. Leslie debuted her first suspense novel, "Bitterroot Lake" written under the pen name of Alicia Beckman. There were six participants on the call. It was an hour of fascinating insights from the author. Cindy asked if the session had been recorded. Mallory responded that it had not due to privacy concerns for the participants.

Meeting Room update: Mallory reported that the large meeting room was opened to the public on Thursday, April 1st. Several community groups have already used the space. All but one group has complied with the COVID-19 restrictions and they have been understanding about using the room during regular hours of operation. Each group has thanked the staff for having the space open again. Maggie asked about the staff needing to clean and disinfect after the groups. She added that there is evidence that the virus is not really transmitted by touching surfaces. Mallory responded that the staff sprays down the chairs with disinfectant and wipes the tables with cleanser, which doesn't take much time.

Continuing Education & Meetings:

Tamarack Federation Meeting: Abbi reported that this meeting will be held May 14th & 15th in Missoula. There are rooms available for those attending. Brooke and Abbi will finalize plans via email.

Montana Library2Go Annual Meeting: Abbi will attend via Zoom on April 27th. Mallory will listen in as well.

Felicia Gill and Cindy Willis left the meeting at 5:50 p.m.

MSC Members Annual Meeting: Abbi will attend via Zoom on May 5th.

BOARD BUSINESS:

Financial:

March 2021 Financial Report: Abbi provided the March 2021 claims, monthly spreadsheet and BMS report to the Trustees prior to tonight's meeting. Holly asked about the \$950 expense for digital magazines. Abbi clarified that this

was for the Flipster digital resource. Holly said she misunderstood the part that the State Library would be paying for. Abbi clarified that those magazines are available through Montana Library2Go. Holly asked if there were any overlaps in these services. Abbi responded that there is one knitting magazine because patrons cannot print patterns from Montana Library2Go, but can print from Flipster. Allen moved and Maggie seconded the *motion to accept the March 2021 Financial Report as presented. The motion passed.*

Clarkson Trust:

1st Quarter Statement from First Interstate Bank

Beginning market value 12/31/20	400,310.56
Income & Capital Gain Distributions	1,171.76
Withdrawals and fees	-1,226.64
Change in account value	15,146.17
Market value on 03/31/21	\$415,401.85

Unfinished Business: None.

New Business:

Monthly Statistics Report: Abbi provided the March 2021 Statistics Report to the Trustees prior to tonight's meeting. Holly stated she was surprised that there were more people in a half month last year compared to the March 2021 numbers. Clint said that many people in the community are still staying home. Clint asked about the drop in card holders. Abbi reminded the group that in February there is a purging of inactive accounts. Maggie and Clint thanked Abbi for doing the Statistics Report.

Suspend mask policy effective April 26, 2021: Abbi reported that she reached out to Public Health and they were supportive of the Library going from a requirement to a recommendation on masks and keeping the hours for the high risk population with masks required for staff and patrons. Abbi noted that social distancing would still be practiced and hand sanitizer would be available. Abbi recommended that the Trustees suspend the mask policy and explained that if the COVID-19 numbers increase in the County, the policy could be reinstated. Holly stated that she is concerned about not requiring masks and then returning to a requirement at a later date. Clint asked how the staff feel and Abbi responded that the staff is okay with dropping the mask requirement. Clint added that he liked keeping the high risk hours as masks required for those who prefer to wear one. Maggie and Clint questioned the necessity of the doorbell if masks are no longer required. Abbi suggested the doors should still be locked during the high-risk times to ensure masks are worn, otherwise the doors can be unlocked. Holly asked about the amount of time the automatic door is open. Abbi stated that it has already been reduced, but must be opened long enough for someone with mobility issues to get through it. Holly also asked if curbside service would continue and Abbi replied that it will. Maggie moved and Allen seconded the *motion to suspend the face mask policy. The motion passed with Holly abstaining.*

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, May 27, 2021 at 5:30 p.m. via Zoom.

The meeting was adjourned at 6:11 p.m.

Respectfully submitted,


Abbi Dooley, Library Director