

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Thursday, June 24, 2021
Meeting held in the library meeting room**

Members Present: Allen Bone, Clint Hoxie, Maggie Newman, Holly Wurl, Brooke Wegner

Others Present: Abbi Dooley, Mallory Witham, Felicia Gill, Amy Miller

Meeting called to order by Chairman Clint Hoxie at 5:30 p.m.

ADDITIONS OR CHANGES TO THE AGENDA: None.

PUBLIC PARTICIPATION COMMENTS FOR ITEMS NOT ON AGENDA: None.

APPROVAL OF MINUTES: Maggie moved and Allen seconded the *motion to accept the minutes of the regular meeting of Thursday, May 27, 2021 as written.* **The motion passed.**

FRIENDS OF THE LIBRARY REPORT: None.

FOUNDATION REPORT: Maggie reported that two of the naming gifts have been made: the western atrium by Penny and Chuck Jarecki and the children's computer bank by the Rotary Club. Maggie added that the library could participate in Rotary's chili cook off for additional funding. Maggie reported that the Foundation has raised over \$800,000 in pledges. Maggie stated that there may be some funds available from the Otto Bremer Trust.

LIBRARY DIRECTOR'S REPORT:

Abbi introduced Amy Miller to the Trustees. Amy has been completing her practicum with the library this summer. She also reintroduced Felicia as the new Youth Services Librarian, as this was the first in-person meeting since she started.

Administrative:

Public Library Standards: Abbi will submit these before the July 25th due date and Clint will sign the document online.

Building & Equipment:

Roof Update: Abbi reported that Doug Whiting said that the library roof is rated for 20 years and it is now over 30 years old. He thinks it will hold out for at least another year with proper maintenance, which should be until renovation begins. He told Abbi that a budget of \$50,000 should be more than enough for the replacement.

Library Programs & Outreach:

YouTube Programs: YouTube programming has been discontinued with return of in-person programming. Mother Goose is back live every Monday morning.

Summer Reading Program Update: Felicia reported on the numbers in attendance for each special program so far; 18 kids for the first and 32 kids for the second. Felicia noted that there are 329 registrants in the Summer Reading Program thus far. She also reported that the library is conducting a supply drive for the Mission Valley Animal Shelter through the end of the Summer Reading Program. In June, Polson Police Officer Doyle and Canine Officer Jager give a wonderful program and demonstration of Jager working. This morning Dillon Tabish from Fish Wildlife and Parks gave a program on bears. The list of upcoming events was given.

Mother Goose: Felicia noted that Mother Goose is doing well. There was a total of 30 young children who attended in June. She reported that she is seeing triple the attendance now that school is out.

School Tours Report: Felicia shared that she and Mallory gave tours of classes from Cherry Valley and Linderman Elementary schools. A total of 190 toured the library in these groups.

Guide to Turning 18: The Guide was printed and delivered to the high school to be distributed to all of the Class of 2021 Seniors. The printing is paid for with funds from the Library Foundation. Abbi mentioned that this will show as an over budget item, as she had not planned on printing the guides this year, but rather just provide a digital file. The high school teachers requested printed copies.

Maternity Leave: Felicia will be going on maternity leave in August or September. Mallory and Angela will continue the Mother Goose program during her leave.

Greater Polson Community Foundation: The Library was awarded both the Trust Grant and Project Grant from GPCF. The Project Grant is for \$2,000 and the Trust Grant for \$3,000. Abbi reminded the Trustees that the Project Grant funds will be used in conjunction with other donations to purchase a multi-function copy machine for the public's use. Holly asked if this will affect patrons getting free copies. Abbi stated that it may, but will check on it. Maggie asked what the charges will be for printing with the new machine. Color will be available. Abbi stated that she will gather information to determine the fees. Funds from the Trust Grant are for operating expenses, and a portion will be used for the maintenance agreement on this machine.

Continuing Education & Meetings:

State Library Certification: Abbi has achieved certification for July 2021 – 2025.

Library Closure Date:

Independence Day: The Library will be closed Monday, July 5th.

BOARD BUSINESS:

Financial:

May 2021 Financial Report: Abbi provided the May 2021 claims, monthly spreadsheet and BMS report to the Trustees prior to tonight's meeting. Holly asked about the charge for security. Abbi stated that it is a quarterly charge for monitoring. Brooke moved and Allen seconded the *motion to accept the May 2021 Financial Report as presented*. **The motion passed.**

Unfinished Business:

New RFP for architect for construction plans: Maggie stated that she talked to her son-in-law who is an architect about a new RFP. He gave her an example that she will share with Abbi. If the fundraising keeps going at the pace it is, it is possible that the project could begin in the spring. Maggie recommended that the Trustees be prepared with a good RFP and agreed that when the Foundation is at about \$1.5 million the RFP would go out. Connie had asked Maggie when the Foundation would get the \$250,000 pledged from the library. Abbi clarified that the library can't legally give the Foundation money from the depreciation reserve as that is taxpayer money. The money is a pledge to the fundraising efforts. Maggie said she would work with Abbi on writing a new RFP this fall.

New Business:

Monthly Statistics Report: Abbi provided the May 2021 Statistics Report to the Trustees prior to tonight's meeting. Maggie noted it was evident that the numbers are increasing.

Oath of Office for Three Trustees: Clint administered the Oath to Allen, Brooke and Maggie. The Oath was then signed by those Trustees and will be mailed to the County.

OTHER BUSINESS:

Meeting day and time: Clint suggested moving the regular board meetings to the fourth Tuesday at 5 p.m. The idea was discussed and agreed upon. The regular July meeting will be moved to Tuesday, July 27th at 5:00 p.m. The budget meeting will still be Thursday, July 15th at 5:30 p.m.

PUBLIC COMMENT: None.

BUDGET WORKSHOP: A FY2022 Budget Workshop will be held Thursday, July 15, 2021 at 5:30 p.m. in the library meeting room.

NEXT REGULAR MEETING: The next regular meeting of the North Lake County Public Library District Board of Trustees is scheduled for Tuesday, July 27, 2021 at 5:00 p.m. in the library meeting room.

The meeting was adjourned at 6:01 p.m.

Respectfully submitted,

Abigail J. Dooley

Abbi Dooley, Library Director