

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Tuesday, July 27, 2021**

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

**Others Present:** Abbi Dooley, Mallory Witham, Felicia Gill, Cindy Willis

Meeting called to order by Chairman Clint Hoxie at 5:00 p.m.

**ADDITIONS OR CHANGES TO THE AGENDA:** None.

**PUBLIC PARTICIPATION COMMENTS FOR ITEMS NOT ON AGENDA:** None.

**APPROVAL OF MINUTES:** Maggie clarified her statement from the June 24<sup>th</sup> meeting concerning “funds available that were earmarked for another project.” This referred to the Otto Bremer Trust, that has funds available due to a project that fell through. Allen moved and Brooke seconded the *motion to accept the minutes of the regular meeting of Thursday, June 24, 2021 as corrected.* **The motion passed.**

Brooke moved and Maggie seconded the *motion to accept the minutes of the budget workshop of Thursday, July 15, 2021 as written.* **The motion passed.**

**FRIENDS OF THE LIBRARY REPORT:** None.

**FOUNDATION REPORT:** Maggie reported that the Foundation is still working hard on fundraising. The Foundation will be entering Rotary’s Chili Cook Off on August 14<sup>th</sup>. If anyone wants to help, please let Maggie know. The Foundation has raised over \$900,000. Mike Mitchell is going to approach Hu Beaver to see if he will come look at the Library to give the Foundation an updated cost estimate for renovation.

**LIBRARY DIRECTOR’S REPORT:**

**Building & Equipment:**

**Story Shuttle:** Abbi reported that the Story Shuttle had a factory recall that has been repaired at no cost to the Library.

**Library Programs & Outreach:**

**Summer Reading Program:** Felicia reported that the pet supply drive for the Mission Valley Animal Shelter is going very well. She also noted that the library received \$270 in children’s books from the Usborne sale. There are currently 450 readers registered, and 3500 hours have been read so far. For programs, Felicia reported that Boat Day had a great turnout with 30 children and 15 adults. July 8<sup>th</sup> was the movie day with 80 people attending. The presentation by Georgia Smies from SKC on zebra mussels was outstanding. On July 22, Stephanie Hummel from the Flathead Lake Biological Station gave a presentation on plankton. This week, Deanna Mydland from PBS will be giving a presentation on lizards. The first Thursday in August is the presentation from the animal shelter and Karen Duty. August 12<sup>th</sup> is the ice cream social and prize drawing. Felicia also reported that on August 21, she and Jenn will have a booth for the Library during the “Day of Hope” in downtown Polson. Felicia reported that a total of 497 people have participated in youth programming so far in July.

**Adult Program Update:** Mallory reported that there will be two adult programs in August. Author James Thane will give a presentation: “From Glacier to Blue Deer, to Poisonville & Lakeside: A Look at Some of the Most Entertaining Mystery Novels Set in Montana” August 5<sup>th</sup> at 5:30 p.m. Local historian, Karen Dunwell will be presenting “Busting the Monster Myth: Flathead Monster Reports and Sightings” on August 19<sup>th</sup> at 5:30 p.m. Abbi added that chairs will be placed about 3 feet apart as per the Lake County Public Health Department suggestion for both programs.

Community Survey: Abbi stated that the library is due for another community survey and asked the Trustees for their suggestions for questions. The surveys should be done every two years. The Trustees provided several questions that Abbi will include in the survey, which will be put out in August.

## **BOARD BUSINESS:**

### **Financial:**

June 2021 Financial Report: Abbi provided the June 2021 claims, monthly spreadsheet and BMS report to the Trustees prior to tonight's meeting. Holly asked about the Valley Tech expenses. Abbi explained that the cloud key for the Wi-Fi system died and needed to be replaced and that Aaron had to work on a printer. Holly also asked about the June Mission Valley Power bill and why it was so much. Abbi explained that June is the month that two bills are paid because of the end of the fiscal year. Holly also asked about the movie license expense. Abbi replied that she has not renewed the licensing fee for the year, so the library paid a one-time fee for the summer reading movie. Maggie moved and Allen seconded the *motion to accept the June 2021 Financial Report as presented*. **The motion passed.**

WFCU Balance: Abbi stated that there is an excess of \$197.96 not covered by insurance in Whitefish Credit Union. She recommends leaving it in the Credit Union as they are paying better interest, but asked that the Trustees vote on this. It will be revisited after the dividend payment in December. Maggie moved and Brooke seconded the *motion to keep the balance of \$197.96 over the \$250,000 coverage limit in Whitefish Credit Union until the dividend of December 31<sup>st</sup> is added*.

Clarkson: 2021 2<sup>nd</sup> Quarter Statement from First Interstate Bank

Beginning market value 03/31/21	415,401.85
Income & Capital Gain Distributions	2,029.60
Withdrawals and fees	(2,403.09)
Change in account value	20,362.59
<b>Market value on 06/30/21</b>	<b>\$435,390.95</b>

Maggie and Abbi reported that after review of the trust documents, it does not appear that the principal could be used for renovation.

### **Unfinished Business:**

Budget: Abbi reported on two changes to the budget. She increased Fund 2750 Foundation books by the remaining cash that was left in the fund on 6/30. The Foundation gave the library the full \$5,000 that was requested. Abbi also increased the line item for copier maintenance by \$400 to continue the agreement on the old copier. Abbi noted that any other changes must be discussed tonight, as the budget will need to be voted upon at the August meeting. There were none. Holly asked about the increase in the IT budget. Abbi explained that it included possible renovation costs and that she will need Aaron to perform more of the IT duties as she does not have the time, nor sometimes the skill to perform IT functions for the library. Holly also questioned the increase in budget for Fund 2880 State Aid. Abbi explained that as the new Tamarack coordinator the state will send all of the money to the library and she will pay expenses for the Tamarack meetings from those funds.

### **New Business:**

Monthly Statistics Report: Abbi provided the June 2021 Statistics Report to the Trustees prior to tonight's meeting. The consensus was that it is good to see numbers increasing.

Investment Policy Review: Abbi noted that policies need to be reviewed and approved periodically. Holly moved and Brooke seconded the *motion to accept the Investment Policy as revised*. **The motion passed.**

Capitalization Policy Review: Holly moved and Brooke seconded the *motion to accept the Capitalization Policy as revised*. **The motion passed.**

September Meeting Date: Abbi requested that the date of the September board meeting be changed to Tuesday, September 21<sup>st</sup> due to a vacation conflict. Everyone agreed to the change.

Election of FY2022 Officers: Maggie made a *motion to elect Clint as Chair and Allen as Vice Chair for July 2021-June 2022*. Brooke seconded it. **The motion passed.**

Tamarack Representative: Maggie moved and Clint seconded the *motion to elect Brooke Wegner as Tamarack Federation Representative for July 2021-June 2023*. **The motion passed.**

Designation of Foundation Representative: It was agreed that Maggie will continue as the Foundation Representative.

**OTHER BUSINESS:** Allen asked about the new technology librarian. Abbi reported that she is waiting on the background check, but that she is set to start August 30<sup>th</sup>.

**PUBLIC COMMENT:** None.

**NEXT REGULAR MEETING:** The next regular meeting of the North Lake County Public Library District Board of Trustees is scheduled for Tuesday, August 24, 2021 in the library meeting room. A Public Hearing will be held that night at 5:00 p.m. for the FY2022 Budget. The regular meeting will immediately follow.

The meeting was adjourned at 5:40 p.m.

Respectfully submitted,



Abbi Dooley, Library Director