

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Tuesday, March 29, 2022**

**MEMBERS PRESENT:** Allen Bone, Brooke Wegner, Holly Wurl

**MEMBERS ABSENT:** Clint Hoxie, Maggie Newman

**OTHERS PRESENT:** Abbi Dooley, Mallory Witham

Meeting called to order by Vice Chairman Allen Bone at 5:00 p.m.

**ADDITIONS OR CHANGES TO THE AGENDA:** The exit interview with the audit firm and the executive session are being tabled for a later time.

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

**MINUTES:** Holly stated that she thinks the current minutes are too sparse. She feels that Trustees shouldn't have to say if they want something specific included in the minutes. She would prefer a middle ground. Less detail, but do a roll call vote and include the outcome in the minutes with abstentions documented. She prefers comprehensive minutes. Abbi explained that the current format was a compromise between detailed minutes and action minutes. She stated that perhaps the Trustees should specify how they want minutes completed in their by-laws, so everyone is on the same page. The trustees present agreed that this discussion should be held when all Trustees are present. Brooke moved and Holly seconded the *motion to accept the minutes of the regular meeting of Tuesday, February 22, 2022 as written*. **The motion passed.**

**FOR:** Allen Bone, Brooke Wegner, Holly Wurl

**AGAINST:** None

**FRIENDS OF THE LIBRARY REPORT:** Abbi reported that the Friends held their book sale. They made about \$1,300. They will have other sales in June and August. Holly noted that it is admirable that they are raising money.

**FOUNDATION REPORT:** No report available.

**LIBRARY DIRECTOR'S REPORT:**

**Library Programs & Outreach:**

**Leap Into Science:** Abbi reported that this program was held February 26<sup>th</sup> at 10 a.m. and had 29 participants.

**Adopt-a-Book:** The library adopted out 22 books for a total of \$330.

**Tech Programs:** The March 15<sup>th</sup> program was on Cybersecurity and had 7 attendees. Self-Publishing is the topic for the next class on Tuesday, April 26<sup>th</sup> at 2:00 p.m. The library will attempt to live stream the programs now on Zoom.

**Family Program:** Felicia hosted an interactive movie event for Disney's "Brave" on the morning of March 19<sup>th</sup> with 21 attendees.

**1000 Books before Kindergarten Program:** The program kicked off on March 1<sup>st</sup>. There are currently nine kids registered. This is an ongoing national program to encourage early literacy. There are incentives for the kids and parents. The library purchased stuffed animals with books at a discount for kids who complete the program and parents get a coffee card.

Egg Hunt & Photos with the Bunny: Saturday, April 9<sup>th</sup> at 9 a.m. Felicia is hosting a story time event with an egg hunt in the library and photos with the Bunny. This is a ticketed event, with 100 tickets available for kids for the egg hunt, ages 0-8 (newborn – 2<sup>nd</sup> grade). The plastic eggs and bunny suit were borrowed/donated from Beta Sigma Phi.

National Library Week April 4<sup>th</sup> – 9<sup>th</sup>: “Connect with Your Library,” is the theme. We will be celebrating Library Worker’s Day on Tuesday, April 5<sup>th</sup>; National Library Outreach Day on April 6<sup>th</sup> and Take Action for Libraries Day on April 7<sup>th</sup>.

### **Library Closure Dates:**

Friday, April 8<sup>th</sup> the library will be closing at 2 p.m. for Staff Development Day and program preparation.

On March 8<sup>th</sup> in the afternoon the library was closed so staff could participate in active shooter training. The Polson Police Department taught the class. They recommend doing this training once a year, or as there is turnover. Abbi asked if they had any suggestions for the renovation, and they recommended that any door with a lock be accessible by fob or code. In an emergency situation it is difficult to find and get a key in the door (i.e. meeting room for exit).

### **Continuing Education/Meetings:**

PLA Report: Mallory stated that she thought the Public Library Association (PLA) conference was informative and inspirational. She enjoyed the opening speaker, Luvvie Ajayi Jones who has written books on being a “Professional Troublemaker”, which means being brave enough to speak truthfully and to elevate the room you are in. Mallory also listed her top three sessions and was happy to report that after this experience, feels that we are doing well in our library by doing outreach and sharing materials with the Community. Abbi reported that it was a great conference and the “Sparking Joy” session had a lot of great ideas. She attended two sessions on renovation that were very informative. One was about the various contractor options, including GCCM, which the renovation committee hopes to pursue, and the other was from a library director who went through a recent renovation and presented helpful tips on getting through the process and marketing it to community members. Abbi also met with the vendors and discovered several new options to streamline public services, as well as furniture ideas for renovation.

Tamarack Federation Retreat: The spring Tamarack training and meeting will be held April 29<sup>th</sup> & 30<sup>th</sup> at the Missoula Public Library (training on April 29<sup>th</sup>, meeting on Saturday April 30<sup>th</sup>). Brooke reported that she cannot go this year as she is graduating that day. Abbi said she would send an email to the Trustees to see if anyone else is interested in attending.

### **Administrative:**

Funding Opportunities from the State: Abbi met with Kate McMahon regarding several options for the renovation and hotspots. McMahon was hired by the State Library to help libraries figure out ways to tap into funding options. There are possibilities for infrastructure funding, as well as GAP loans available to the library. Abbi passed the information along to the Foundation. Holly asked about having patrons put a deposit down on hotspots when they borrow them. Abbi responded that this isn’t a best practice and may inhibit patrons from using the equipment they need.

New Book reseller: The library is sending the final shipment to Thrift books and will now send to Better World Books. They provide shipping boxes and the library can send one box at a time, as opposed to Thrift, who required 20 at a time.

## **BOARD BUSINESS:**

### **Financial:**

February 2022 Financial Report: Abbi provided the February 2022 Financial Report to the Trustees prior to tonight’s meeting. Holly moved and Brooke seconded the *motion to accept the February 2022 Financial Report as presented*.

**The motion passed.**

**FOR:** Allen Bone, Brooke Wegner, Holly Wurl

**AGAINST:** None

**Unfinished Business:** None.

**New Business:**

Monthly Statistics Report: Abbi provided the February 2022 Statistics Report to the Trustees prior to tonight's meeting. Holly asked if Abbi feels that the numbers are still climbing after the Pandemic. Abbi responded that the traffic feels pretty steady. She explained that the counts also include all of the groups using the meeting room and some of the larger groups have not returned.

**Building Committee Report:** Allen reported that the architects will be presenting new drawings soon. Abbi noted that they have moved the entrance to the east side, away from the corner, but it is a better design without the need for a long hallway entrance. Allen has enjoyed working with Mosaic and appreciates that they listen to all ideas. He reported that Mosaic will provide QR codes that can be placed throughout the current library so patrons can see what the new library will look like from that spot. Abbi reported that the committee is pursuing the General Contractor Construction Manager format for choosing a contractor. This method may be faster and brings a GC on board earlier. There is less conflict and the library realizes any savings rather than the contractor.

**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

**MINUTES REQUESTS:** Holly requested that details be included regarding the discussion of the minutes.

**NEXT REGULAR MEETING:** The next regular meeting of the North Lake County Public Library District Board of Trustees is Tuesday, April 26, 2022 at 5:00 p.m. in the library meeting room.

The meeting was adjourned at 5:56 p.m.

Respectfully submitted,



Abbi Dooley, Library Director