

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Tuesday, April 26, 2022**

MEMBERS PRESENT: Allen Bone, Clint Hoxie, Maggie Newman, Brooke Wegner, Holly Wurl

OTHERS PRESENT: Abbi Dooley, Mallory Witham, 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: Allen moved and Brooke seconded the *motion to accept the minutes of the regular meeting of Tuesday, March 29, 2022 as written.* **The motion passed unanimously.**

FRIENDS OF THE LIBRARY REPORT: Abbi reported that the Friends are planning another book sale. They made approximately \$1,200 at the March sale.

FOUNDATION REPORT: Maggie reported that the Foundation has raised about \$1.5 million of their Capital Campaign. Sue McCormick and Carolyn Heinz have joined the Foundation board. They are getting ready for the public phase of the Capital Campaign. The Greater Polson Community Foundation has pledged a total of \$100,000. Cindy added that the Foundation is getting a new website.

LIBRARY DIRECTOR'S REPORT:

Library Programs & Outreach:

Tech Programs: The April 26th program was on self-publishing with six Patrons attending in person and one via Zoom. May 24th at 2 p.m. is a 3-D Printer Demonstration.

Summer Reading Program: This year's theme is "Oceans of Possibilities." Felicia will host a Summer Reading informational program on May 21st at the library along with her school visits and tours.

Egg Hunt & Photos with the Bunny: The egg hunt held Saturday, April 9th at 9 a.m. had a huge turnout with approximately 50 kids and 40 adults in attendance. There were over 1,000 eggs hidden throughout the library for the kids to find. Baskets were overflowing!

Montana's Poet Laureate: The library participated as a virtual host with the Montana State Library for a Zoom program with Montana's Poet Laureate Mark Gibbons on Wednesday, April 20th in the evening. We will participate again on May 20th for "Indigikitchen" with Mariah Gladstone.

Teen Advisory Board: The library has formed a Teen Advisory Board, facilitated by Felicia. Five teens attended the first meeting on April 15th. The purpose of this board is to get feedback from teens regarding renovation plans and things they would like to see the library offer in the way of activities, programs and collections. They may also assist with programs for young children, such as the weekly Summer Reading Program events. The group meets monthly.

Boys and Girls Club: Felicia has been doing outreach with the Boys and Girls Club on early out Wednesdays. She is doing special STEAM projects with the kids that were received from SpectrUM. We are looking for other ways we can work with them for programming. Abbi and Felicia will be meeting with Eric from the Boys and Girls Club tomorrow.

Continuing Education/Meetings:

Tamarack Federation Retreat: Abbi will attend on April 29th & 30th at Missoula Public Library. There isn't a Trustee available to attend the meeting in person, and it is not required as Brooke attended the spring meeting.

Task Force Appointment: Abbi has been appointed to the Public Library Statistics Task Force for the Montana State Library.

Technology:

Website: The library's website was affected by the huge Google SEO (Search Engine Optimizer) hack. For about a day, anyone clicking on the library website through a Google search was intermittently redirected to an online pharmacy site. Abbi contacted GoDaddy when she was made aware of this. Security was upgraded to the highest level and she renewed the SSL for an extended time to take advantage of a discount. The charges reflect 5 years of security and a closer monitoring agreement.

PC Purchase: Abbi has purchased another PC to replace the checkout PC at the front counter. The PC has been freezing and going to the blue screen of death. The new computer arrived this week.

3D printer: Sierra has replaced parts on the 3D printer and has it working again.

Funding:

Solar Grant: Abbi is applying for a grant from Ebsco to install solar panels on the roof.

GPCF Grant: With recommendations of the TAB group, the library submitted a grant application for a new gaming system geared toward preteens and teens.

BOARD BUSINESS:

Financial:

March 2022 Financial Report: Abbi provided the March 2022 Financial Report to the Trustees prior to tonight's meeting. Brooke moved and Maggie seconded the *motion to accept the March 2022 Financial Report as presented.*

The motion passed unanimously.

Unfinished Business:

Format of Meeting Minutes: Holly clarified her concerns regarding the meeting minutes. It was agreed that each vote would be marked on the suggested motion forms and recorded based on those forms in the minutes. Holly added that she does not like that a trustee must request detailed minutes on specified agenda items. There was discussion on this. Holly asked that there be a brief overview if there is any dissention on an agenda item.

New Business:

Monthly Statistics Report: Abbi provided the March 2022 Statistics Report to the Trustees prior to tonight's meeting. Holly noted the increase in audiobook usage. Abbi stated that she suspects that snowbirds returning or travelers may be a reason for the increase.

Foundation Request: Abbi reported that the library foundation is requesting special use of the library building for the purpose of fundraising for the renovation. They would like to serve beer and wine as well as appetizers. The library's insurance requires that they purchase a special event license and name the library as an additional insured. They also require that a special contract be in place. No date has been set. General discussion ensued. Maggie moved and Allen seconded the *motion to approve the request of the North Lake County Library Foundation to host a fundraising event in the library with food, wine and beer with the requirement that they follow the rules set forth by MACO including a special event policy with liquor liability and a special lease agreement.* **The motion passed unanimously.** Cindy thanked the Trustees and will let Abbi know when a date has been set.

Building Committee Report: Engineers were present for an onsite inspection on April 8th. Allen and Maggie asked if we will need to go to the Commissioners to go the General Contractor Construction Manager route. Abbi replied that

she received an email today from Kate Stinger that the Commissioners have given their permission. She explained the benefits of going this way. Maggie added that the architects met with all of the employees to discuss their specific work areas, and that there will be more space for books in each section.

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 schedule for Tuesday, May 24, 2022 at 5:00 p.m. in the library meeting room.

EXECUTIVE SESSION: The Trustees, Library Director and Assistant Director entered into an Executive Session at 5:23 p.m. for the purpose of completing the library director's annual review.

The meeting was reopened at 5:47 p.m. and promptly adjourned.

Respectfully submitted,

Abigail J. Dooley
Abbi Dooley, Library Director