

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Tuesday, March 21, 2023**

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

MEMBER ABSENT: Maggie Newman

OTHERS PRESENT: Abbi Dooley, Mallory Witham, George Simpson, Valerie Rogers

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.

TRUSTEE TRAINING: Short Takes for Trustees videos “Library Advocacy” (11 minutes) and “Library Policies” (9 minutes) from United for Libraries. Abbi talked about points made in the videos. Total 25 minutes for continuing education.

APPROVAL OF MINUTES:

Brooke moved and Allen seconded the *motion to accept the minutes of the regular meeting of Tuesday, February 28, 2023 as written*. **The motion passed unanimously.**

Abbi passed the executive session minutes around for Trustees to review and sign.

There was discussion regarding the manner in which Abbi’s annual review was carried out. Holly and Allen stated that they did not understand that the format was only verbal feedback from the trustees. Both said they were not prepared and did not realize that the review was completed during the February session. Clint clarified for all that what took place had been discussed and agreed to at the January meeting. Abbi provided a written report to the trustees prior to the executive session. He added that a different format could be used next year. Holly made a motion to *have a brief executive session to respond to the director’s evaluation at the April 25 meeting*. **The motion failed for the lack of a second.**

FRIENDS OF THE LIBRARY REPORT: No report.

FOUNDATION REPORT: No report.

LIBRARY DIRECTOR’S REPORT:

Library Programs & Outreach:

Programs: Mother Goose and Story Time have continued with great success in the new youth program room. The response from the public has been very positive.

Services to the Public:

Temporary Location: The Library opened in the new space on Monday, March 6th with three public computers, charging stations, and printing, Wi-Fi, a selection of books, all new books, DVDs, audiobooks, some children’s toys, magazines and newspapers.

Continuing Education & Meetings:

Montana Library2Go Spring Meeting: The membership voted on a FY24 10% increase to the budget from FY23. Digital checkouts have increased across the board again this year.

Tamarack Federation Meeting & Training: Will be held April 28 & 29 in Missoula (Brooke and Abbi will attend; others are invited)

MLA: Mallory and Angela will attend the Montana Library Conference in Billings April 11-15

Library Closure Dates:
April 8 for Easter Saturday

Building & Equipment:

Staff continue to pack up and clear out the library building: Volunteers had a “book boxing party” last week and another is planned for Wednesday, March 23rd. Boy Scouts have volunteered to help move books and other items on April 1.

Administrative:

Blue Cross Blue Shield settlement: The Library received a small settlement from a Blue Cross Blue Shield health insurance case for \$416.48.

TIF Grant: Last night Abbi presented to the Polson City Commission and they unanimously approved the TIF grant request. This is approximately \$130,000 for improvements to the outside of the Library building.

BOARD BUSINESS:

Financial:

February 2023 Financial Report: Allen moved and Brooke seconded the *motion to approve the February 2023 financial report as presented.* **The motion passed unanimously.**

Unfinished Business:

Renovation Cost Summary: Per Holly’s request, Abbi supplied a renovation cost report showing a total of \$175,820.85 spent to date. Holly asked if furniture costs were included in this summary. Abbi replied that they are not because the furniture has not been purchased yet. Holly asked why the monthly bill from Mosaic varied, and Abbi responded that it was based on the type of work and how much was performed each month.

New Business:

Monthly Statistics Report: Abbi provided the February 2023 Statistics Report to the Trustees prior to tonight’s meeting.

Building Committee Report: Abbi reported that bids were opened last week. Martel needed more time to review bids, so a GMP (guaranteed maximum price) was not yet available. Holly suggested installing a sign on 1st St. E. to point people to the church. Brooke and Abbi noted that a universal style library sign with arrow was installed below the crosswalk sign across from the 16th Avenue turn. Clint stated that parking signs would be helpful.


OTHER BUSINESS: None.

PUBLIC COMMENT: None.

NEXT REGULAR MEETING: Tuesday, April 25, 2023 at 5:00 p.m. 301 16th Ave E (Polson United Methodist Church)

The meeting adjourned at 5:40 p.m.

Respectfully submitted,


Abbi Dooley, Library Director