

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Tuesday, June 27, 2023**

MEMBERS PRESENT: Allen Bone, Maggie Newman, Valerie Rogers, George Simpson

MEMBERS ABSENT: Brooke Wegner

OTHERS PRESENT: Abbi Dooley, Mallory Witham, Cindy Willis

Meeting called to order by Acting Chairman Allen Bone at 5:30 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 “Strategic Planning” (9 minutes) and “Board Self Evaluation” (8 minutes). Discussion regarding setting up a strategic planning workshop and including the Foundation and Friends. Total of 17 minutes. For FY23 the Trustees met the Public Library Standard of 3 hours of continuing education through Short Takes for Trustees videos and discussion, as well as board training.

APPROVAL OF MINUTES: Maggie moved and George seconded the *motion to accept the minutes of the regular meeting of Tuesday, May 23, 2023 as written.* **The motion passed unanimously.**

FRIENDS OF THE LIBRARY REPORT: Abbi reported that the FOL had a successful book sale and that they also moved some books to Yellow Bay.

FOUNDATION REPORT: Maggie reported that the Foundation held it’s quarterly meeting today. The group sent out a newsletter that resulted in over \$6,000 in further donations. The Foundation is planning the “Miss Montana” plane event fundraiser for August 19th at the airport.

LIBRARY DIRECTOR’S REPORT:

Library Programs & Outreach:

Dolly Parton’s Imagination Library kick-off: In the first month of the library’s participation in this program, 70 children received books. Montana First Lady Susan Gianforte visited the library on June 16 to talk about the program and take photos with “Dolly.” The Launch Party had approximately 33 kids and 21 adults attending. Activities included outside Candy Land, face painting, bowling, sensory bins, a water table, snacks and giveaways. Partners at this event included the Ronan Library District, 0-5 Flathead Reservation Lake County, Nurturing Center, Families First, Early Childhood Education, and the D’Arcy McNickle Library. As of 6/23 there are 267 children registered in Lake County. The DPIL is celebrating its 200 million book milestone. George noted that he spoke to the Governor and First Lady and that they would like to come back for the reopening of the library.

Flag Day Bracelet Program: June 14 at 2 p.m. there were 10 attendees.

Mario Kart Tournament: June 16 at 2 p.m. there were 14 participants along with parents and siblings in attendance for a total of 31.

Youth Pen Pal Program: The first letters will be mailed June 26 to the Philipsburg library. There are approximately 20 interested participants.

Teen Advisory Group (TAG): Meeting June 26 at 4:15 p.m. For pre-teens and teens.

Assisted Living Outreach: Angela will begin an outreach program at St. Joe’s Assisted Living where she will read to residents and discuss books.

Summer Reading Program: In May and June Felicia presented to the Polson Public Schools as well as Dayton, Valley View, and Mission Valley Christian Academy. As of 6/23 there are 326 registered readers and two have fully completed the program. The first program had 71 attendees listening to and visiting with the Polson Police Department. Unfortunately, the speaker had to cancel for the second program, but the staff whipped together a quick, fun outdoor program with outside Candy Land, face painting, potato sack races, water relays and more. There were 45 attendees that morning. Upcoming SRP events are: Maker Truck, Boat Day Dance Party, Lavender Lori, and Animal Wonders.

Services to Library Users:

Shoutbomb ending: As of July 1, Shoutbomb will be replaced with an SMS service that runs through the library's database. It will not have the ability to allow patrons to reply for renewals or create lists. Staff will set it up rather than patron's signing themselves up. This service is part of a group of additional options added to the FY23 Sirsi Dynix contract. We will encourage patrons to use the MSC app for additional options on their accounts.

Children's Enterprise: On the library's patron use website (the catalog called Enterprise), there is now a children's catalog option. This option makes it easy for children and their parents to find materials based on subject. On the left side of the screen there is a new icon with colorful blocks.

LTC Access Grant Community Conversation: Tentatively planning to schedule for Tuesday, July 25th at the Greater Polson Community Foundation office. James Rowe from OTOjOY will attend to talk to everyone about how hearing loop systems work and their benefits. The goal is to have 10-15 participants who wear hearing aids or have a cochlear implant. Pre-registration will be required.

Library Closure Dates:

Tuesday, July 4 – Independence Day

Administrative:

New Email Addresses: All staff and trustees have new email addresses with the domain: northlakecountylibrary.org through a complimentary subscription to Microsoft 365 through TechSoup.

New Address: The library building has a new address due to the change of the entrance from the north to the east. The new address is: 102 1st Street East. Staff will begin changing over to this address later this summer with the rebranding.

Montana Library2Go Selectors: The Polson library staff are officially in the rotation for being selectors for Montana Library2Go content. Polson staff will make selections for July 2023 and then approximately every 8 months after that. Patron's holds and tags may trigger another copy being purchased.

Public Library Standards: Abbi will complete and submit the report prior to the July 24 deadline.

BOARD BUSINESS:

Financial:

May 2023 Financial Report: Valerie moved and Maggie seconded the *motion to approve the May 2023 financial report as presented. The motion passed unanimously.*

Unfinished Business:

Library's 3-5-year plan focused on meeting community needs (required by Public Library Standards): The group presented ideas and had discussion on the plan. The director will maintain a list of specific ideas related to the goals. The biannual community survey will be issued this year. The following represents the library's goals for meeting community needs for the next three years:

1. Increase the number and variety of programs offered for all age groups.
2. Upon completion of renovation, provide a welcoming community gathering space to include meeting space.
3. Work with organizations and entities in the community to further provide services to those who are underserved.
4. Work with community partners to expand programming and outreach opportunities.

5. Provide safety and security training for staff through local law enforcement and fire departments.

New Business:

Monthly Statistics Report: Abbi provided the May 2023 statistics report to the Trustees prior to tonight's meeting.

Computer & Internet Use Policy review and approval: Valerie moved and George seconded the *motion to approve the Computer & Internet Use Policy as presented*. **The motion passed unanimously.**

Library User Conduct Policy review and approval: Maggie moved and Allen seconded the *motion to approve the Library User Conduct Policy as presented*. **The motion passed unanimously.**

Building Committee Report: Allen and Maggie reported that the construction is really moving along. Abbi stated that there will be a walk-through meeting scheduled for July 11 at 10 a.m. There may be a quorum of trustees in attendance, but no business will be conducted.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

BUDGET WORKSHOP: The North Lake County Public Library District Board of Trustees will hold a workshop for the purpose of planning the FY2024 budget on Tuesday, July 18, 2023 at 5:30 p.m.

NEXT REGULAR MEETING: The next regular meeting of the North Lake County Public Library District Board of Trustees is scheduled for Tuesday, July 25, 2023 at 5:30 p.m. at 301 16th Ave. E. (Polson United Methodist Church).

The meeting adjourned at 6:55 p.m.

Respectfully submitted,

Abigail J. Dooley
Abbi Dooley, Library Director