

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Thursday, October 22, 2024**

**Present:** Allen Bone, Maggie Newman, Valerie Rogers, George Simpson, Brooke Wegner  
**Others:** Abbi Dooley, Mallory Witham, Rob Turner, Dave Michie

Chair Allen Bone called the meeting to order at 5:30 p.m.

**PLEDGE OF ALLEGIANCE**

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

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

**2025 INSURANCE PRESENTATION:** Robert Turner from Marsh McLennan Agency went over insurance options and renewals for health, dental, vision and life for 2025. Robert was asked if many entities pay 100% of insurance premiums for their employees and responded that most do not, however it does offer an enticing overall package for current and potential employees. A comment was made that overall work comp claims increase in entities that do not offer health insurance. Maggie moved and Valerie seconded the *motion to select health insurance plan Pacific Source Navigator Silver HSA 5100 with premiums to be paid by the library in whole or in part for employees scheduled 30 hours per week or more for 2025; with the option for staff to buy-up to a different plan by paying the difference in premium through payroll deduction.* **The motion passed unanimously.**

**APPROVAL OF MINUTES:** Valerie moved and George seconded the *motion to accept the minutes of the regular meeting of Thursday, September 26, 2024 as written.* **The motion passed unanimously.**

**FRIENDS OF THE LIBRARY REPORT:** Abbi reported that she attended their last meeting. The allotted space in the closet continues to be an issue, with the Friends requesting more storage space. Abbi has offered suggestions, such as completely filling the existing tubs and reducing the number of books to what will fit. The Friends will hold a Meet and Greet at the library Saturday, November 2<sup>nd</sup> from 2-4 p.m. for volunteers. Rod McNeil will give a program on book valuations. The Friends Book Sale is November 15 & 16.

**FOUNDATION REPORT:** Dave reported that there was a Fundraising Committee meeting. The committee is focused on a "Giving Tuesday" campaign.

**LIBRARY DIRECTOR'S REPORT:** The written report from the Director was included in the meeting packet. Upcoming programs were highlighted.

**BOARD BUSINESS:**

**Financial:**

**September 2024 Financial Report:** It was pointed out that there were multiple credit card payments and Abbi replied that she had caught up a couple months of entries due to timing with her vacation. There was a question about the delay in reporting the electric, but Abbi explained that it is paid at the beginning of the credit card billing cycle so it typically showing a couple months lag. Maggie moved and Brooke seconded *the motion to accept the September 2024 Financial Report as presented.* **The motion passed unanimously.**

**Clarkson 3<sup>rd</sup> Quarter 2024 Report**

Beginning market value 6/30/24	413,617.36
Income & Capital Gain Distributions	2,855.94
Withdrawals and fees	(1,261.45)
Change in account value	24,297.64
<b>Market value on 9/30/24</b>	<b>439,509.49</b>

**Unfinished Business:**

Mission and Vision statements: George moved and Valerie seconded the *motion to approve the revised Library Mission and Vision Statements as presented.* **The motion passed unanimously.**

**New Business:**

Monthly Statistics Report: The report for September 2024 was included in the meeting packet.

Tamarack Federation Meeting Report: Valerie's report is attached to these minutes.

Request to North Lake County Library Foundation: Abbi presented the fall 2024 request that includes \$3,500 for the Large Type collection, \$1,000 for the Volunteer Program, \$300 for Humanities Montana programs, \$850 for aquarium maintenance and \$8,727.13 for reimbursement of the August 2024 INTERCAP loan payment. Maggie moved and Brooke seconded the *motion to request funds totaling \$14,377.13 from the North Lake County Library Foundation.* **The motion passed unanimously.**

Fee Schedule Update: Abbi presented updated pricing to better align with other local businesses and materials costs. George moved and Valerie seconded the *motion to approve the revisions to the Library Fee Schedule as presented.* **The motion passed unanimously.**

Additional Staff Development Date for 2024: Abbi requested a library closure on Tuesday, November 5 (Election Day) for staff training, noting that Election Day is a State holiday and the library would normally be closed. Maggie moved and Brooke seconded the *motion to approve library closure day request for Tuesday, November 5, 2024 for staff training.* **The motion passed unanimously.**

Library Closure Dates 2025: George moved and Valerie seconded the *motion to approve library closure dates for 2025 as presented.* There was a comment that it would be good to keep the closure dates consistent for the public. Abbi noted that the first half of the year they are set for the first Wednesday of each month and the fall/winter dates are the second Wednesday due to the way the calendar falls. There was also a positive comment about making some of the days only half a day. **The motion passed unanimously.**

Reminder of Trustee continuing education requirement for FY25: The requirement is 3 hours per fiscal year with a quorum. Abbi suggested that members come to the Tamarack meeting in April for an easy 3 hours. Alternatively, the group could agree on webinars and discuss them during a meeting.

**OTHER BUSINESS:** Abbi will be making the additional draw on the INTERCAP loan to repay the General Fund the difference that was not covered by the Foundation.

**PUBLIC COMMENT:** None.

**NEXT MEETING:** The next regular meeting of the North Lake County Public Library District Board of Trustees is Tuesday, November 26, 2024 at 5:30 p.m. in the library Community Room.

The meeting adjourned at 6:26 p.m.

Respectfully submitted,



Abbi Dooley, Director

Minutes taken by Mallory Witham, Assistant Director