

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Thursday, November 26, 2024**

**Present:** Allen Bone, Maggie Newman, Valerie Rogers, George Simpson, Brooke Wegner

**Others:** Abbi Dooley, Mallory Witham, Carolyn Heinz, Diane Farquhar, Dave Michie

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

**PLEDGE OF ALLEGIANCE:**

**ADDITIONS OR CHANGES TO THE AGENDA:** The Strategic Plan will be tabled until the January meeting.

**APPROVAL OF MINUTES:** Maggie moved and Valerie seconded the *motion to accept the minutes of the regular meeting of Thursday, October 22, 2024 as written.* **The motion passed unanimously.**

**FRIENDS OF THE LIBRARY REPORT:** Abbi introduced Carolyn Heinz and Diane Farquhar as members of the Friends of the Library and reported on the November meeting. Abbi requested that two committees be formed to draft Memorandums of Understanding for both the Friends and Foundation with the Library to clarify roles and responsibilities, as there have been some misunderstandings with the Friends recently and it would be good to have these formal documents in place. George volunteered to sit on the Friends MOU committee, and Maggie volunteered to sit on the Foundation MOU committee. Abbi requested that each support group choose their representative at their January meetings and then committees can begin meeting in February. Diane asked for clarification on the MOU and Dave Michie, who is also the City Attorney as well as a Foundation member, explained it to her.

**FOUNDATION REPORT:** Dave gave a report on the Foundation's October meeting and noted that the Library's full financial request was approved. The Foundation also discussed doing a final outreach to donors and closing out the donor wall. Carolyn confirmed that the Foundation and Friends will participate in the Library tour training that is scheduled for December 11.

**LIBRARY DIRECTOR'S REPORT:** The written report from the Director was included in the meeting packet. Abbi highlighted the high attendance at the Trunk-or-Treat, with approximately 600 people attending. The good weather and hours were positives in comparison to others in town. Abbi announced the hiring of the library's new Youth Services Librarian, Julie Lynn and gave a brief background. She also announced the new youth programs that will start in December. Abbi announced the hiring of the new Public Services Clerk, Stephanie Dale who starts on Tuesday. Martel Construction will be volunteering for the library in December, helping with various projects. Abbi went over the expansion of the Library of Things and her plans to promote the additions.

**BOARD BUSINESS:**

**Financial:**

October 2024 Financial Report: Brooke moved and Maggie seconded the *motion to accept the October 2024 Financial Report as presented.* **The motion passed unanimously.**

**Unfinished Business:**

Strategic Plan Document: Tabled

**New Business:**

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

Commercial Entity Community Room request for Red Cross Blood Drive: Maggie moved and Brooke seconded the *motion to approve Glacier Bank's request to host a Red Cross Blood Drive in the Library Community Room on February 4, 2025.* **The motion passed unanimously.**

Ally Health Telemedicine benefit offered through Aflac: A flyer explaining the program was included in the packet. The cost to the library is \$20 per month per employee who signs up for the program. The Library determines who is eligible. If all 13 employees were included that would amount to \$3,120 total for the year. The plan is for telehealth appointments for medical, mental health, legal, financial and more. The benefits to the employee are that there is no cost to them for the appointments and it covers all members of their household. The medical appointments are unlimited and the mental health appointments have an annual limit of 10 for the household. This is a fully virtual Employee Assistance Program (EAP). Questions that arose included whether there are restrictions on providers and whether there is a better option available (Amazon was suggested). The mental health benefits were touted as a positive as those services can be difficult to find in our area and expensive. The Aflac representative will visit the library on December 5 so Abbi can get more information. She will also poll the staff for interest.

Trustee Election in May 2025: There are three seats up for election. Allen, Maggie & Brooke are all eligible to file for reelection. Filing usually begins in December and ends the first part of February. Abbi will forward information when received from the County Election Office. If there are more than three candidates, the library will need to pay for an election in conjunction with the school board elections, which is estimated at approximately \$10,000.

**OTHER BUSINESS:**

Required Audit: Abbi has contacted Wipfli Accounting – the library’s prior auditor. The Missoula office cannot do the audit and their fees start at \$25,000. There are fewer firms now and many focus on large-scale audits. Abbi will try to contact a few other smaller firms and will keep the Trustees posted.

**PUBLIC COMMENT:** Carolyn asked if she and Diane could meet with Abbi and Mallory right after the meeting to clarify what was discussed regarding the Friends of the Library.

**NEXT MEETING:** The next regular meeting of the North Lake County Public Library District Board of Trustees will be Tuesday, January 28 at 5:30 p.m. in the library Community Room.

The meeting adjourned at 6:11 p.m.

Respectfully submitted,

*Abbi Dooley*  
Abbi Dooley, Director

Minutes taken by Mallory Witham, Assistant Director