

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Tuesday, March 25, 2025**

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

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

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

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF MINUTES:** Maggie moved and Valerie seconded the *motion to accept the minutes of the regular meeting of Tuesday, February 25, 2025 as corrected.* **The motion passed unanimously.**

**FRIENDS OF THE LIBRARY REPORT:** Carolyn reported that the Friends received the Memorandum of Understanding (MOU) draft and they will be meeting tomorrow to discuss the details.

**FOUNDATION REPORT:** Dave reported that he met with the library today on the Foundation MOU. The draft MOU will be discussed in more detail at their next quarterly meeting in April. The Foundation hopes to elect a new president at their next meeting.

**LIBRARY DIRECTOR'S REPORT:** The written report from the Director was included in the meeting packet. Abbi highlighted several items. The Introduction to the Library's Dementia Friendly Programming event is April 9<sup>th</sup> at 10:30 a.m. The Library Volunteer Appreciation Event is scheduled for Wednesday, April 30<sup>th</sup>. Abbi reported that Connor Stark was hired as the digital services specialist. Valley Glass found a bad transmitter in one of the automatic door openers and will replace that. Angela will be replacing Jenn at the Montana Library Association Conference and will attend with Julie and Abbi March 26 – 29 in Bozeman. The Tamarack Federation Retreat will be in this library April 25 and 26 with board training opportunities. Abbi sent the list of trainings and registration link to the trustees during the meeting.

**BOARD BUSINESS:**

**Financial:**

**February 2025 Financial Report:** Brooke moved and Maggie seconded the *motion to accept the February 2025 Financial Report as presented.* There were comments about the high electricity costs. **The motion passed unanimously.**

**Unfinished Business:**

**Art Mural:** Abbi explained the proposed project and details from Sandpiper Art Gallery. Attendees exited the meeting to view the area in the children's section. The consensus was to not complete a mural at this time.

**Closure Date Change:** Abbi confirmed dates with the school superintendent. The Summer Reading Program will now end on August 7 with the Block Party. Abbi requested a change in closure date to August 8 for a half-day. Brooke moved and George seconded the *motion to change library closure date from August 15 to August 8, 2025 and change to a half-day closure.* **The motion passed unanimously.**

**Donation of Community Room chairs:** Abbi reported that new chairs had been ordered and the Hot Springs library would happily accept a donation of the lighter blue chairs as discussed at the prior meeting. Brooke moved and Valerie seconded the *motion to donate the four legged blue community room chairs and corresponding dollies to Preston Hot Springs Town-County Library.* **The motion passed unanimously.**

**Monthly Statistics Report:** The February 2025 report is available online at:

<https://lookerstudio.google.com/s/qlszxWihWqY> Edits continue to be made to make the report more accurate and user friendly. Abbi thanked Brycen Bowers for the additional work he has done on this project.

**New Business:**

Study Room Policy Revision: There were questions about the legal kiosk that was available in the pre-renovated library as well as proctoring services. George moved and Maggie seconded the motion to *approve the Study Room Policy as revised*. **The motion passed unanimously.**

Library Card Policy Revision: This is the first presentation of this policy. It will be voted upon at the April meeting. The revisions align with the law in regards to a minor's access to a library card. The statement was made that everyone should have a library card!

Request for Community Room use by Flying S Title & Escrow: This for-profit business has submitted a request to use the community room for a public presentation with speakers from various governmental entities regarding forest management and fire prevention. The business agreed not to advertise, but will offer pens and notepads with their logo to attendees. There was discussion about for-profit use of the room and a request to revisit the library's policy at a future date. Brooke moved and Valerie seconded the *motion to approve the community room request from Flying S Title & Escrow for public interest programs with outside speakers for May 21, 2025*. **The motion passed unanimously.**

Approval of new Administrative Assistant Position: Abbi submitted a job description for a new position for a part-time administrative assistant. The position would start at 20 hours per week, but may be increased if needs justify more hours. George moved and Maggie seconded the *motion to approve the addition of an Administrative Assistant half-time position to start at \$17.50 per hour*. **The motion passed unanimously.**

**OTHER BUSINESS:**

- New Hearing Loop in Polson: The Polson Community Church is installing a hearing loop system after learning about the library's system.
- The Summer Reading block party is scheduled for August 7<sup>th</sup>. The SRP will programs will end on July 31<sup>st</sup> which is one week earlier than in year's past.
- There was a request to add back the bug race as a SRP program. Brooke and Valerie have volunteered to help Julie revive this event.
- There are four candidates for the election for three trustee seats. Neither the pool nor the school need an election this time, so the library may pay quite a bit or all of the cost.

**PUBLIC COMMENT:** None.

**NEXT MEETING:** The next regular meeting of the North Lake County Public Library District Board of Trustees is scheduled for Tuesday, April 22 at 5:30 p.m. in the library community room.

The meeting adjourned at 6:35 p.m.

Respectfully submitted,



Abbi Dooley, Director

Minutes taken by Mallory Witham, Assistant Director