

NORTH VALLEY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
SEPTEMBER 21, 2011

MEMBERS PRESENT:

David Anderson - Trustee
John Conlan _ Trustee
Rita Faulkner - Trustee
Jamison Starbuck - Trustee

GUESTS PRESENT:

Bev Helrich - President, Friends of the Library
Leon Theroux

John called the meeting to order at 5:00 P.M.

Guests were announced.

The agenda was approved with the addition of two items. Vacation and sick leave reporting was added and placed under Old Business, and Economic Development Authority classes was added and placed under New Business.

Bev reported that the Friends of the Library will have a Membership Tea. She also announced the Heritage Day celebration on September 24, 2011.

Minutes were approved for the following meetings: August 17, 2011, September, 12, 2011, and September 13, 2011.

Finances were approved as presented and prepared by David. Motion to approve was made by John and seconded by Rita.

OLD BUSINESS:

It was decided to renew the Heritage Quest subscription and let Desiree decide whether to continue with the program when it is up for renewal next year.

It was decided that establishing a better record keeping process for reporting sick and vacation leave hours for the Library Director is needed. It will be discussed at the October meeting with Desiree to develop a reporting system .

NEW BUSINESS:

It was decided to explore the possibility of completing the following projects: putting in a new floor and painting the Director's office, painting the interior of the library, and cleaning up the storage room adjoining the community room. Leon, David and John will work on the Director's office this weekend.

John reported that Desiree Dramstad will start as the Library Director on October 10, 2011. She has been given an orientation schedule for the first week of employment. There will be a community meet and greet for Desiree in the future, after she has her schedule established and she is settled in Stevensville.

As part of the Director's report, John reported that the staff is excited to have Desiree starting soon and that her transition should proceed smoothly.

It was decided to wait until later to have a meeting with the Building Architect and Construction Manager, possibly after a Professional Fundraiser is hired.

David presented a schedule of classes from the Economic Development Authority. He noted a class in Quick Books that may be of interest to Desiree.

The meeting was adjourned at 6:30 P.M.

The next meeting of the North Valley Public Library Board of Trustees will be held on October 19, 2011, at 5:00 P.M., in the Community Room of the Library.