

North Valley Public Library Board of Trustees Meeting

Wednesday, September 9, 2015

3:00 p.m. Library's Community Meeting Room

- Call to Order/Roll Call
- Public Comment
- Guests
 - ✚ Friends of the Library report – Beverly Helrich
- Approval of Minutes:
 - ✚ August 12
- Finances
 - ✚ Cash Report
 - ✚ Statement of Expenditure – Budget vs. Actual
 - ✚ Statement of Revenue – Budget vs. Actual
- Director's Report
- New Business
 - ✚ Budget
- Adjournment

North Valley Public Library

Board of Trustees Meeting

Wednesday, Sept. 9th, 2015
3:00 p.m. Library Community Room

Attending:

Joanne Charbonneau, Board chairperson
Victoria Howell, Board member
Toba Winston, Board member
Patricia Meakin, Board Member
Denise Ard, Library Director
Beverly Heinrich, Friends of the Library
Guest: Desera Towle

Joanne called the meeting to order at 3:08 p. m. Alan Sponberg was absent.

Public comment: An advocate for a low income housing district for Stevensville near Ace Hardware on Eastside Highway came to solicit letters of support. Denise said that it is considered best practice that public libraries remain neutral on issues that do not relate to libraries or intellectual freedom and as libraries serve as a place for information and opposing viewpoints. She said it would be best if the board wrote letters as individuals, and not as persons representing the public library if they so choose.

Friends Report: The Friends annual picnic is on Oct 1st at 11:00 at the Lee Metcalf Refuge. The reception for the Art of the Chair is Friday Sept. 18th from 5:00-7:00 p.m. in the Community Room. The chairs then go to Valley Drug for display. The Friends plan on putting together a Christmas box for an overseas serviceman. Bev said they will get an address from the American Legion; Patricia said she might have someone in mind. The Friends are also looking for new members, they are down to six so they are planning a membership drive in October. The Friends of the Library meet the first and third Thursday of every month at 11:00.

Board Minutes: Joanne moved to approve the August minutes, Toba seconded. Unanimously approved.

The flower bed in front of the community room has been emptied of dirt. Collen will figure out a way to patch it so it won't leak. A Protection barrier may be necessary. Joanne asked Denise to put up caution tape. (Tape was put after the meeting but quickly got torn down.)

Financial Reports: Joanne moved to approve the finance reports, Patricia seconded. The financial reports were unanimously approved.

Director's Report & Miscellanea: The library has a new employee, Scharyn Way, serving as a sub.

Donna Bainbridge is considering accepting an appointment as president of the Foundation. There are only two Foundation members currently so once she's in place, the Foundation will be recruiting. The Bitterroot Library Foundation is having a guest speaker from the Bozeman Foundation. The NVPL Foundation members plan to attend.

The new back door of the community room will be fixed by next week with a new handle. The staff room door is new and the staff has keys. The handicap door buttons on the front library have yet to be installed.

Joanne mentioned someone who may be willing to become an NVPL board trustee, Meghan Hanson. Meghan will come to the October meeting.

The main door was replaced with double pane doors. The glass on top is missing so the glass is on order with Jackson Contractor Group. Denise will ask if we can get frosted glass, and if frosted would void the warranty.

Budget: Denise finished preparing a proposed budget. The budget needs board approval by September 30th.

Victoria asked about the value of the mills and how it will affect upcoming budgets. Denise explained the revenue will increase a little because of a percentage increase from year to year. One of the possible expenses budgeted for the upcoming year is the cost of an election which is budgeted as \$10,345 per Ravalli County Elections estimate. An election is needed only if more people want to run than are open positions available.

The total expenditures in the general fund is \$388,143.00 with \$129,236 in cash reserve for late receipt of taxes. Denise recommended moving \$43,500 left over from last year general fund into the library depreciation fund. After the asbestos abatement, carpeting, lighting, insulation, etc. only about \$20,000 will be left in the library depreciation fund for building emergencies. When the abatement contractors started, they found more asbestos than expected (under carpet) but they will remove the carpet and insulate the black mastic for an addition \$350.00. There was no more discussion on the budget. Victoria motioned to approve the budget, Joanne seconded. The budget was approved unanimously.

The meeting was adjourned at 4:18 p.m.

Minutes by Pam Morris