

NORTH VALLEY PUBLIC LIBRARY

PUBLIC NOTICE:

Board of Trustees Meeting

Wednesday, April 19, 2017

3 p.m. **Montana Room**

Library board meetings are open to the public

- Call to Order/Roll Call
- Public Comment
- Guests
 - ✚ North Valley Public Library Foundation, Donna Bainbridge
- Ongoing & Unfinished Business & New Business
 - ✚ Discussion on needs of library, the building and fundraising with Foundation
- New Business
 - ✚ Closing at 2 p.m. for Chocolate and Authors and staff schedules for early closure
– ACTION ITEM
- Approval of Minutes – ACTION ITEM
- Finances
 - ✚ Statement of Revenue – Budget vs. Actual
 - ✚ Statement of Expenditure – Budget vs. Actual
 - ✚ Cash Report
- Adjournment

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northvalleylibrary.org

Monday – Friday 10 a.m. to 7 p.m.

Saturday 10 a.m. to 5 p.m.

North Valley Public Library Board of Trustees Meeting
Wednesday, April 19, 2017
3:00 p.m. in the NVPL Montana Room

Attending:

Victoria Howell, Board Chairperson
Dianne Snedigar, Board Member
Ben Essary, Board Member
Caitlin Dunn, Board Member
Denise Ard, Library Director
Leon Theroux, Guest
Donna Bainbridge, Guest

Victoria called the meeting to order at 3:01 p.m. Kim Tiplady is not in attendance. No public comment.

New Business: The trustees discussed closing early for Chocolate and Authors and staff scheduled to work those hours. Denise would like a policy to cover other events like this. The board decided to rule on this occasion and discuss later a general policy. Dianne made a motion to close the library at 2:00 p.m. this Friday, pay whoever stays and allow people who do not want to stay to take vacation. Ben seconded. The motion passed unanimously. Denise will develop ideas for the future consideration about what to do during event closures.

Victoria motioned to approve the minutes of last board meeting. Ben seconded. Motion carried unanimously.

Finances: As mentioned previously, the telecommunication and insurance expenses will be over budget. Other line items need to underspend to cover the difference. The Federal and State legislatures may cut funding for libraries for the next fiscal year including the State Library. As a result, the share that NVPL pays for the Montana Shared Catalog, OCLC and Montana Library2Go may increase. The last few years there was extra money to push over into the depreciation fund at the end of the year. Denise believes going forward it will be unlikely that they will encounter surplus to go into that fund. Denise suggests NVPL should spend no more from the depreciation fund for renovation, and use what is in there for the building emergencies, and the computer upgrades. Denise suggests that future renovation projects be funded by the Foundation through fundraising or grants so as to not deplete the Library Depreciation Fund. Caitlin motioned to approve the finances, Dianne seconded. Motion carried unanimously.

Building status: Donna Bainbridge from the NVPL Foundation arrived to discuss the future of fundraising and the building. Donna thinks NVPL is at a tipping point and summarized key points for future growth. The Foundation will ultimately be involved in whatever happens as they are the fundraising leg of the library.

The main question for the future is should the library stay another ten years in this space. The history and location are important. The reason for so much renovation lately is that regular maintenance was deferred for nearly 20 years. Considering the local tax base, there are not a lot of options to raise money throughout the District. Donna estimated the renovation of the Rasmussen building (where the adult fiction and non-fiction is) as \$150,000.

Donna suggested starting a capital campaign soon if the board is considering a new building or moving into another building in the next five to seven years. Fundraising will involve the Foundation and hiring someone who can run a capital campaign fund. Raising enough money is a huge undertaking. Trading space with another business might be an option as well. There was more discussion and talk about creative uses of the space we have.

With input from both Donna and Denise, after much discussion the following building improvements were identified and prioritized as potential projects for the Foundation:

- 1) Fix drainage problem behind building
- 2) Asbestos/vermiculite abatement in 2nd floor of Rasmussen
- 3) Maker Space
- 4) Staff room improvements
- 5) Tile bathrooms & hallway & improve hallway lighting
- 6) Long term - Rasmussen building (supports, floor, shelving, lighting, vestibule etc.)

Based on finances in our budget, only a few cheaper projects are doable. Getting a grant to create the “maker space” is very possible. Denise will get a bid from ACM on removing the vermiculite asbestos upstairs and follow up with Bryan for the upgrade of the staff room.

Victoria motioned to adjourn the meeting at 5:10 p.m. Caitlin seconded. The motion carried