

NORTH VALLEY PUBLIC LIBRARY

Board of Trustees Meeting

Wednesday, December 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
 - ✚ November 11, 2015
- Finances
 - ✚ Cash Report
 - ✚ Statement of Expenditure – Budget vs. Actual
 - ✚ Statement of Revenue – Budget vs. Actual
- New Business
 - ✚ Day and time of Board Meetings
 - ✚ Board By-Laws
- Adjournment

North Valley Public Library Board of Trustees Meeting
Wednesday December 9, 2015 (Approved January 13, 2016)
3:00 p.m. NVPL Community Room

Attending:

Joanne Charbonneau, Board chairperson
Patricia Meakin, Board member
Meghan Hanson, Board Member
Michael Higgins, Board Member
Denise Ard, Library Director
Bev Heinrich, Friends of the Library
Leon Theroux, Guest

Joanne participated via Skype and called the meeting to order at 2:59 p.m. Victoria was absent. There was no public comment.

Friends' Report: The annual Friends' Christmas Book Sale made \$450.00 which is about average. Bev also reported the Friends had the piano tuned for guest pianists. The Friends' Christmas Party is on Thursday, Dec 17 at 12:00 p.m. in the community room. Toba Winston would like to have a sale of her jewelry to benefit the library at the same time. She will give the library 50% of the proceeds. The current meeting room policy is that the room may not be used for commercial purposes unless prior approval is granted by the Board of Trustees at their monthly meeting and a fee is charged. However, events sponsored by the Friends do not need board approval.

Approval of minutes: Joanne moved to accept last month's minutes, Patricia seconded. The minutes were approved.

Finances - Cash Report- Denise mentioned the ending balances are the important figures to note. The clearing funds don't really match with what is clearing at the bank.

Expenditures Report: The library is spending money from the library depreciation fund for the building renovations.

Revenue: The library is at 30% of total revenues for the year, but by the end of December tax revenue will come in. The Stevensville Community Foundation will be giving the library a check towards the back egress doors after their next meeting.

Joanne motioned to approve the finance report, Meghan seconded. Financial report approved unanimously.

New Business: Since the board meeting in the community room conflicts with Homework Hour, Joanne suggested moving the meeting to Thursday from 3-5. Patricia, Michael and Meghan have

conflicts. Wednesday works well for all, so Joanne proposed keeping the same time, but moving the meeting to the Montana Room.

Changes to the Board by-laws: Patricia said to strike the statement in the by-laws about the need for a petition for candidates to run for library trustee and to add that we post board agendas on the website. Joanne said to add that by-laws a quorum of trustees can be represented in person or electronically. Joanne moved to approve these changes and the corrections sent by the Director. Patricia seconded. Motion carried unanimously.

In January, Joanne would like to have a review of trustee duties with the Foundation. She would also like to have a trustee retreat where the board members could work on setting goals. Specific, measurable objectives could be discussed. More discussion of this idea to come.

Bev pointed out that both the adult and children's programming is going really well in the library. The wild raptures family program was one of the most successful programs ever, standing room only.

Joanne adjourned the meeting at 3:30 p.m.

Minutes by Pam Morris