

NORTH VALLEY PUBLIC LIBRARY

Board of Trustees Meeting

Wednesday, March 9, 2016

2:00 p.m. Montana Room

TIME CHANGED from 3:00 to 2:00 for the March meeting.

- Call to Order/Roll Call
- Public Comment
- Guests & Reports
 - ✚ Michelle Garrity regarding Community Room Policy
 - ✚ Laura Rummel – Insurance Account Manager
 - ✚ Friends of the Library report – Beverly Helrich
- Approval of Minutes
 - ✚ February 10, 2016
- Finances
 - ✚ Statement of Revenue – Budget vs. Actual
 - ✚ Statement of Expenditure – Budget vs. Actual
 - ✚ Cash Report
- Old Business
 - ✚ Insurance
- New Business
 - ✚ Decision regarding Garrity request and Community Room Policy
 - ✚ Trustee Interview & Recommendation to County
 - ✚ Collection Development Policy
 - ✚ Colleen Miller appreciation
- Adjournment

208 Main St., Stevensville, MT 59870, 406-777-5061

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 March 9, 2016
2:00 p.m. in the NVPL Montana Room
Approved on 4/13/16

Attending:

Joanne Charbonneau, Board Chairperson
Patricia Meakin, Board Member
Meghan Hanson, Board Member
Victoria Howell, Board Member
Denise Ard, Library Director
Leon Theroux, Guest
Beverly Heinrich, Guest
Kim Tiplady, Guest
Michelle Garrity, Guest

Joanne called the meeting to order at 2:00 p.m. There are two guests, Michelle Garrity and Kim Tiplady. All board members are present.

Public Comment:

Michelle Garrity is interested in doing a 10 week Dave Ramsey Financial Course in the library community room. Though the course would benefit the community, it would violate our community room use policy in two ways, first by charging participant's money and second by scheduling more than 2 meetings a month by one group. When Michelle understood the position and rationale of the Board, she withdrew her proposal so no vote was taken.

Friends Report: The Chocolates and Authors Party is March 11, 4:00-8:00 p.m. Bev said 24 authors are coming. Six will not bring books, the rest will. She said that if anyone wanted to make desserts, they would be welcomed.

New Business: Kim Tiplady, a potential trustee was interviewed. Everyone introduced themselves and Kim talked a little about herself. The standard interview questions were asked and Kim said she was very passionate and enthusiastic about serving the library. Joanne moved to accept Kim as a new library trustee, Patricia seconded. The motion passed unanimously. Joanne will send a letter to the County and the County will appointment her. Welcome Kim!

Approval of minutes: Joanne moved for approval of last month's minutes after a correction. Victoria seconded. Unanimously approved.

Finances: There was a question regarding the monies in the Storyline funds once Kim retires. Denise advocated that any monies remaining after Kim retires be transferred, by board vote, into the general fund and that the Storyline fund be discontinued and that the new early literacy character-based program be funded by the Foundation. The majority of the Storyline funds were

originally from a bequest which was put into the unrestricted general fund and transferred into the Storyline fund by board vote. The board wants outreach to Stevensville Head Start to continue and would like programs at the library so that all District taxpayers have free access to them. Several options on how best to serve the community were discussed, including the importance of performance (puppets, singing, dancing, acting out stories) to engage the imagination of the children.

Joanne moved to approve the finances, Victoria seconded. The motion passed **unanimously**.

New Business: Denise learned that liability insurance does not cover volunteers. Volunteers are considered unpaid workers. The board would like more information on this topic so Patricia and Denise will work out a time to meet with the insurance representative.

An appreciation party for Colleen Miller was discussed. Bev will call her, arrange a time within the next 6 weeks and ask her what she would like. The Friends will provide a \$100.00 gift certificate and plan the party.

Collection Development: Denise asked the board the best method to handle a patron letter to the board in between board meetings without the board discussing it online in violation of the Open Meeting Act. Joanne thought that the best way to handle this would be for such correspondences to go to the chairman of the board who then crafts a response and sends it FYI to other board members; if necessary, a special board meeting may be called to discuss the issue. There was general agreement concerning this procedure. The board then discussed the issue regarding self-published authors. Denise explained that cataloging is an issue. If a record is not already in OCLC then the library cannot put it into the collection because small libraries do not have original catalogers on staff. The board thought perhaps the best way to handle this in future would be to adopt a policy not to accept self-published books. No decision was reached as the board wanted more time to review a change to the collection policy, which will be on the agenda for the next meeting.

Meeting adjourned at 3:40 p.m.

Minutes by Pam Morris