

## **PUBLIC NOTICE**

### **North Valley Public Library Board of Trustees Meeting**

208 Main Street, Stevensville, MT 59870

Wednesday, February 16, 2022 at 3pm

**Meetings are open to the public.**

Community Room in-person.

#### ***Agenda***

- Call to Order/Roll Call
- Public Comment<sup>1</sup>
- Guests
- Approval of Minutes
  - ❖ January regular board meeting
  - ❖ Feb special meeting with MMW architects
- Finances
  - ❖ Statement of Revenue – Budget vs. Actual
  - ❖ Statement of Expenditure – Budget vs. Actual
  - ❖ Cash Report
- New Business
- Ongoing & Unfinished Business continued
  - ❖ Building plans, discussion & decisions
    - MMW Architects
    - Mold
  - ❖ Covid related issues & policies
- Public Comment
- Board/Director Announcements & Comments
- Adjournment

---

<sup>1</sup> If you are a member of the public and are unable to attend the Board meetings, the Board would still like to hear from you. Please email the Director at [denisea@northvalleylibrary.org](mailto:denisea@northvalleylibrary.org) or you can email board members directly. A link to Trustee contact information can be found on our website at [northvalleylibrary.org/board—information](http://northvalleylibrary.org/board—information).

North Valley Public Library  
Minutes Board of Trustees Meeting  
Wednesday, February 16, 2021 at 3 p.m.

**CALL TO ORDER/ROLL CALL**

Caitlin called the meeting to order at 3:05 pm

**BOARD MEMBERS PRESENT**

Victoria Howell, Chair (arrived at 3:38 pm)

Caitlin Dunn, Vice Chair

Kim Tiplady

Leon Theroux

Dianne Snedigar

**BOARD MEMBERS ABSENT**

None

**STAFF PRESENT**

Denise Ard, Director and Melanie Carroll, Manager

**PUBLIC COMMENT**

None

**GUESTS**

None

**APPROVAL OF MINUTES**

Dianne made a motion to approve the minutes from the January 2022 meeting and Kim seconded the motion. The motion passed unanimously.

Leon asked that the minutes from the February special meeting be amended to reflect that as a volunteer he took care of the building maintenance and repair and would like to participate in the walkthrough with the MMW architects for the PAR report should the board choose to sign a contract with the firm. Dianne made a motion to approve the minutes from the February special meeting with the amended changes and Kim seconded the motion. The motion passed unanimously.

**FINANCES**

Denise informed the board that the final bill for the workers compensation insurance came in and it was a little more than anticipated so the line item is overspent by \$42.18. She commented that for the next year's budget she will put in more of a buffer. She also noted that an \$89 invoice for membership and dues (381) had mistakenly been entered as professional development (380) and she had done a journal voucher to correct it. That correction will show up on the February reports. She also commented that the professional development line item will be overspent at the end of the year because once she hire a new programmer as she will have them take the *Mother Goose on the Loose™* training.

Leon made a motion to approve the financial report and Dianne seconded. The motion passes unanimously.

## **ONGOING & UNFINISHED BUSINESS**

### **BUILDING PLANS & DISCUSSION**

#### **Mold**

Denise received a quote back from the mold contractor, Milan Plachy, which was a large quote for both the cellar of the Rasmussen building which not infrequently has standing water, and the area underneath the circulation desk. She noted that he mentioned that it is a hard to fix issue and will most likely return in the future. She felt that the mold mitigation under circulation needed to be done for obvious reasons; however, she felt that the board should only spend the quoted \$3,540.00 to remove the mold underneath the circulation desk. The Rasmussen cellar has no active mold and only standing water. Dianne asked if there was any way to ventilate the space so it would be less likely to grow back. Denise said she was not sure, but the contractor commented that it was an issue all over Stevensville. Kim asked if Milan had any suggestions. Denise said not as of the meeting, but she could ask. Dianne asked about putting a sump pump in the cellar of the Rasmussen building. Kim said she was not sure, as any water pumped out would have to be dealt with. Leon said that a year or two ago, Victoria had set-up a building committee and the group had met with a building inspector. One of the inspector's suggestions was to find out where the water was leaking in and then cement and put screws in as well as run some snakes. Leon also commented that there is a drywell outside. He also said nothing was done after the report was brought to the board and it is a recurring problem. He feels that before the board does anything, they need to get their act together and bite the bullet. Dianne commented the need to have an action plan. Leon mentioned that he has vents in the cement of his duplex and they help to mitigate the issue. Dianne said she feels ventilation or moving air might help. Caitlin asked if there is something that they could use that will help dry things out.

The conversation was tabled and discussed later in the meeting.

### **BUILDING PLANS & DISCUSSION**

#### **MMW Architects**

Denise gave the board an overview of the special meeting with MMW architects. Leon commented that he wanted to get a better handle on what was wrong with this building so they would be better equipped to build in place. Caitlin asked if he was for or against building at the current location. Leon said he was for it. Denise said that the architect had said that they would be hard pressed to build here as it would be hard to find contractors or builders interested in the project, and in their initial opinion, the current site had so many issues it would be cost prohibitive and at the MMW meeting they agreed that they would give an overview of this site but not spend too much time or money analyzing it and would spend more time on a new location. She commented that she was unsure why Leon agreed to not doing an in-depth analysis of the current building at the MMW architects meeting if he was in favor of building on site. Leon saw no difference cost wise between tearing down a different building off-site and tearing the current building down. Dianne said if they could find a bare ground site then they would not need to deal with demolition costs. Denise said that from her understanding a bare ground site is what was discussed during the meeting. They would be putting together a cost analysis in the PAR: a detailed analysis of a second site and the overview of the current site. Caitlin commented that the board would not know what needs to be done on this site. Denise said a walkthrough was decided based off of the small walkthrough that the architect had done already, as well as knowing some of the history and issues with the building. Kim said it sounds like the option to rebuild on this site was out of the question. Denise said yes, that the architect thought it would cost too much and they would not be able to get people interested in the job. They had asked if the board wanted the PAR to be detailed on this site which would increase the cost of the PAR to do so, knowing that the project would cost more to build than an off-site option. Dianne said that she could see that, especially when considering the problems they were having in the cellars at the moment.

Kim said you would have to do a lot of remediation and she was sure if there was enough money to spend that it could be fixed, but it sounds unrealistic to build on this site currently. Kim said they would have to shut the library down or move things into storage if they built on site which doesn't sound good.

Victoria arrives at 3:38 pm

Leon asked if Victoria had spoken with Bob Thomas recently. She said that she had not. Leon said that if he remembered correctly that Caitlin and he were against the community center property because they would not be able to own the land, but Denise said that they were open to selling it to us. Caitlin said that Bob had mentioned that his board would be open to the idea. Victoria wondered if it was enough space for both their building and the library. Dianne said it would depend on how much they are using and how things would be spilt up. Leon said if they were willing to sell us a piece of the land that would be okay with him. He would not want to be involved directly with the community center. Victoria mentioned she had asked the architects whether she should talk to Bob about the property, but they told her to wait. Caitlin said that she was disappointed that they would not be looking at a detailed cost analysis for this site, but understands that it is not financially responsible to build on site and they would have to proceed with the best possible option. Victoria commented that there is also space limitations at this site for any future growth.

### **Mold**

Victoria asked if they had discussed the mold situation yet. Denise said that they had. Kim commented that it might take a couple years to get into a new building, so something needs to be done now to remove the mold. Caitlin asked when the last time the mold was dealt with was. Denise said 2015. Victoria asked what conclusion they came to about the moisture in the Rasmussen building. Denise said no decision had been made yet. Victoria asked if Denise thought the contractor might have a solution to the water problem. Denise said she was willing to talk to him about it. She asked if they were going to accept the bid for the mold remediation. Caitlin asked if they only do half, would the mold come back faster. Denise said they were in two different cellars that are completely separate. Victoria asked if they knew where the water was coming from. Kim was wondering if they could claim it on the insurance. Victoria said probably not as it is common within the town. Caitlin asked if it was possible to bring in gravel to fill the parking lot in order to stop the ground seepage. Victoria said that she thought at one point they were going to bring in a French drain. Denise said when they looked at that, there was no drain and they would have to put one in. Victoria asked if they want to approve the smaller bid for \$3,540.00. Caitlin made a motion to approve the smaller bid for \$3,540.00 and Kim seconded the motion. The motion passes with Leon dissenting.

Leon said that if the architects have a walkthrough, they might be interested in seeing the standing water. Leon said he would come and measure the hole so the library can get a ladder for the Rasmussen cellar.

### **COVID RELATED ISSUES & POLICIES**

Denise said that the board had not yet opened up the Community Room for public use and she was wondering if they wanted to do so. Leon said that he felt that they were so close to the pandemic being over with that he would like to wait and not rush it. Caitlin said she was okay with waiting as well and Dianne agreed. Victoria said let us leave it the same.

### **PUBLIC COMMENT**

None

### **BOARD/DIRECTOR ANNOUNCEMENTS & COMMENTS**

Denise asked if the board had a chance to read all the kudos she had included in the Director's report. Caitlin commented that it was awesome to see all the comments.

Victoria asked Denise if she had mentioned the spring Tamarack meeting yet to the Board. Denise said she did not yet. Victoria said that it was at the Missoula Library this year and at least one board member needs to attend to receive the funding from Tamarack. Although, she encourages everyone to do so as it is highly valuable. Leon said he would be out of town this year and unable to attend. Caitlin said she would do her best.

Victoria asked if Denise had attended the last Foundation meeting and how it went. Denise said she did and that the Foundation is currently holding a fundraiser right now, Business Battle for the Books, where local businesses are accepting donations for the library at local businesses. She also said that they got the cost estimate for the Library Donor Tree and they were disappointed with the cost. She said they were going to go back to the vendor and see if they could work with them to bring the cost down. Caitlin asked if they were just looking for a basic metal tree. Denise said yes, something with roots, branches, leaves and apples as well. Caitlin asked how much they were trying to negotiate. Denise said to reach their projected budget. They might also see if they are eligible for a grant. She also said that she saw in the Ravalli Electric Coop magazine a donor tree in one of the articles and she was trying to get the contact information of the local artist to pass along to the Foundation as a different option in case the vendor will not work with them.

Adjourned at 4:32 pm

Minutes by Melanie Carroll