

**North Valley Public Library**  
**Board of Trustees Meeting Agenda**  
**Wednesday, December 18, 2013**  
**3:00 – 5:00 p.m.**  
**(in the library's Community Meeting Room)**

**Call to Order**

**Introduction of Guests**

Bret Gardner – request to discuss technology issues first (Paperless office and filtering computers)

Beverly Helrich - Report from the Friends of the Library (and Friends web site)

Alan Sponberg (for Madeline Levine) - Report from the Library Foundation (new member recruitment)

Leon Theroux - Building report (tiling?) and donation!

**Approval of Minutes**

**Approval of Finances**

**Old Business**

Recognizing David Anderson's service on the board of trustees

Board member recruitment

Director's Report

Paperless Office?

Fund drive in February?

Background checks

**New Business**

Shutting down library business at 6:00 for performances

Rare/Valuable books

Making space for media

Filtering pornography on library computers?

Director search

**Adjournment**

North Valley Public Library  
Board of Trustees Minutes  
December 18, 2013

Attendance:

Joanne Charbonneau, Trustee  
Ed Harrison, Trustee  
Alan Sponberg, Trustee  
Toba Winston, Trustee  
Renee McGrath, Acting Library Director  
Leon Theroux, Guest  
David Anderson, Guest  
George McFettridge, Guest  
Brett Gardner, Guest

Meeting was called to order at 3:12 pm after a brief discussion with George McFettridge about tiling the duct taped seams between carpet pieces in front of the circulation desk.

Joanne introduced the guests, and noted that the agenda would change to let the guests speak first.

Joanne made a motion to entertain the idea of George tiling the area in front of the circulation desk. Toba seconded the motion. Unanimous approval of the motion.

While waiting for George to reappear at the meeting, Renee presented the Friends of the Library report for Beverly Heinrich. Friends of the Library Holiday party scheduled for December 19 from 12 to 2 pm. All Trustees invited. Question about money raised from last book sale. Receipts were somewhat down, closer to \$300 than the usual \$500.

George returned and the discussion under the previous motion was reinitiated. George asserted that he can tile the seams without making a trip hazard. Leon agreed to be the contact person to let George in and out of the library. George agreed to do the job on Christmas eve.

Joanne rephrased her motion to read that George does the tile strip on Christmas eve. Toba seconded. Motion carried unanimously.

Joanne read a fragment of a poem by Walt Whitman to David Anderson to celebrate his previous service on the Board of Trustees. Renee presented David with a gold library card.

Brett Gardner was introduced to discuss the "paperless office" under old business and pornography filters on internet connection under new business. Under "paperless office," Renee proposed that we do an archive of library documents electronically with appropriate backup. Brett said that it would take several phases to implement, probably take at least a year. Brett explained the rudiments of a content management system and the term "metadata." Brett said that the free version of Google docs doesn't provide a backup.

Ed made a motion that we move forward with an investigation into the paperless office system, including costs of cloud storage and content management software. Joanne seconded. Approved unanimously.

Renee explained the pros and cons of pornography filters on library computers with an internet connection, noting that Bitterroot Public Library used these filters and Missoula Public Library did not. Brett explained the technical aspects of content filters. After discussion, Joanne moved that Renee begin to revise our policy statement on filtering pornography. Ed seconded. Motion passed unanimously.

Joanne discussed meeting with Beverly Heinrich to discuss changes in Community Room. Discussion spread to Friends of the Library paying for gas money for volunteers doing janitorial services. Leon suggested that we should give thought to storage upstairs for extra books in cleaning up the community room and storage room in back of community room. Discussion then moved to the idea of rummage sale/garage sale in February.

Alan discussed meeting with Madeline about the situation for the Library Foundation. Brochure is an open issue. Bylaws, list of officers and report is due between January 1st and April 15.

Leon said that there was nothing to report for the building report. Renee reported that Leon had made a donation to the library and that the project that Leon wished to fund was an LED display for the front desk.

Joanne moved that we approve minutes from the November meeting. Toba seconded. Approved unanimously.

Renee noted that we have not yet received our mill levy. Consensus during discussion was that the Director and the Board should monitor this situation. Joanne moved that we approve the financial report for December. Toba seconded. Approved unanimously.

Joanne introduced new business about regarding a Holiday Stipend for staff. There was brief discussion. Joanne moved that we pay staff a \$100 Holiday gift. Toba seconded. Approved unanimously.

There was a brief discussion of Trustee terms and election procedures, including possible interim replacement persons for David. No motions brought forward.

Renee mentioned as new business that there would be a performance by Deborah Goslin as a sing-a-long program on Friday, 20 December at 6:00 pm. The general consensus was that it was okay to stop checking out books at 6:00 pm, as we do on First Friday events.

A Fund Drive in February was mentioned as new business. Joanne and Renee said that they didn't think we were ready yet.

There was a short discussion about strategic planning. Meeting adjourned at 5:20.