



## **PUBLIC NOTICE:**

### **Board of Trustees Meeting**

Wednesday, November 15, 2017 at 3 p.m. in the Library

**Library board meetings are open to the public**

- Call to Order/Roll Call
- Public Comment
- Guests
  -  Presentation by First Solutions, IT Managed Services
- Approval of Minutes
- Finances
  -  Statement of Revenue – Budget vs. Actual
  -  Statement of Expenditure – Budget vs. Actual
  -  Cash Report
- New Business
  -  Statistics
  -  Board meetings 2018
  -  Foundation fundraising plans
  -  Library's Community Room Use Policies
- Ongoing & Unfinished Business
  -  Director's Report – Questions or Comments
  -  Building
- Adjournment

Upcoming Board meetings: The Board will not meet in December per the vote at the June meeting.

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[northvalleylibrary.org](http://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, November 15, 2017  
Montana Room at North Valley Public Library

Victoria Howell, Board Chairman  
Ben Essary, Board Member  
Caitlin Dunn, Board Member  
Denise Ard, Library Director  
Leon Theroux, Guest

Victoria called the meeting to order at 3:08 p.m. Dianne and Kim were not present. There was no public comment.

Bret Gardner is resigning as an IT employee the second week of December. The library needs someone for IT service and troubleshooting. FirstCall representatives Brandy Fowler and Sean Devault gave a presentation about their services. They want a 36-month contract and an upfront fee equal to the cost of 2 months of service. Support and project work are outside the monthly services contract. They will email additional quotes to Denise.

Caitlin motioned to approve last month's board minutes, Ben seconded. The minutes were unanimously approved.

Finances: Personnel services/salary will be underspent due to Bret's resignation and Denise will need to add a new BARS object code (352) for IT consulting professional services. Since it is new, no funds were allocated to this line in the budget.

Bret put in new hard drives for the public computers that should extend their life another three years. The line item for computer equipment will be overspent by a few hundred because it was an unplanned upgrade, but Denise decided this was necessary for patron and staff satisfaction with relatively low cost (\$70.99 for 11 PCs=\$780.89) and only going over a few hundred. This upgrade has increased patron satisfaction because reboot between patron time is lessened from about 10 minutes to less than a minute and the computers are faster.

The staff room renovation is finished and Bryan, the contractor has been paid his first installment and has given Denise the second bill. Ben made a motion to approve the finances, Caitlin seconded. The motion unanimously passed.

Statistics: The board reviewed the annual statistics for NVPL.

Board meetings for 2018: The board tabled the discussion to review it when all board members are present.

Foundation fundraising plans: Donna, the Library Foundation President, sent a mailing, soliciting donations. Ken Daly, a professional artist has agreed to donate his talent to paint a giving tree mural on the outside of the library. The board wants to see the concept from the artist. Victoria will contact Donna.

Community Room Use Policy: The Board may revisit after perusal.

Director's report: Tech is a priority. Denise is still investigating options. Denise wants to know the expectations of the board regarding the budget for IT. After his final day, Bret can be on call as an independent contractor until the next board meeting in January.

Ben submitted his resignation from the Board to be effective November 16. Denise will submit Ben's resignation to the County and inform them of Leon's willingness to serve on the board, and inform the County that the vote for the appointment to be on the agenda in January.

Meeting adjourned at 5:38 p.m.

Minutes by Pam Morris