

# NORTH VALLEY PUBLIC LIBRARY

## Board of Trustees Meeting

Wednesday, June 8, 2016

3 p.m. Community Room

- Call to Order/Roll Call
- Public Comment
- Guests
  - ✚ Friends of the Library report – Beverly Helrich
- Approval of Minutes
  - ✚ May 11, 2016
- Finances
  - ✚ Statement of Revenue – Budget vs. Actual
  - ✚ Statement of Expenditure – Budget vs. Actual
  - ✚ Cash Report
- Old Business
- New Business
  - ✚ Budget
  - ✚ Time/Day of the Board Meetings
  - ✚ Quiet area of library
  - ✚ Report from Tamarack (Patricia)
- Adjournment

---

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

[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, June 8, 2016**

Passed on 7/13/2016

3:00 p.m. in the NVPL Community Room

Attending:

Joanne Charbonneau, Board chairperson

Patricia Meakin, Board Member

Victoria Howell, Board Member

Denise Ard, Library Director

Beverly Heinrich, Guest

Joanne called the meeting to order at 3:05 p.m. Kim and Meghan were not in attendance, but there was a quorum. There was no public comment.

Friends of the Library Report: The Friends are having a Lunch and Learn on June 16<sup>th</sup> at 12:00 p.m. Bob Danley from Lee Metcalf Wildlife Refuge will be the speaker. The lunch will be in the community room. Bev also reported that the family of recently deceased Leslie McGuire donated \$500.00 to the Friends in her name. This donation is very much appreciated.

Minutes: Victoria moved to accept last month's minutes, Joanne seconded. Unanimously passed.

Finances Report: Denise said one more check is due from the mill levy. Friends of the Library are giving the library some revenue for programming. Expenditures are all looking good. Telecommunications will go over what Denise estimated when preparing the budget at the beginning of the fiscal year.

In the 2016-2017 budget, subs and assistants will be combined. Vacation was paid out for 3 employees who resigned this fiscal year. Library2Go may not be subsidized next year. This subsidy is tied to the coal severance tax.

Joanne suggested putting a monetary cushion in the new budget for these kinds of contingencies. The budget is at 82% now with the new fiscal year starting July 1st. Joanne moved to accept the finances, Victoria seconded. Motion passed unanimously.

Preliminary Budget Report: Denise presented a tentative budget for the new fiscal year, 2016-2017 featuring the general fund, the library depreciation fund and the new Storyline budget. The Tamarack Grant income will be slightly more this year because on library did not attend the required meetings and so it was split amongst the remaining libraries. The Tamarack Grant may be affected next year by the coal severance tax. Denise put in a property insurance increase, keeping the deductible at \$1,000. Revenue will go up in the new fiscal year. The Ravalli election cost will be down because they purged their roles.

The current Storyline money will be transferred out of the Storyline fund and into the depreciation fund. Denise said that after payroll taxes are paid out of the Storyline budget, there will be an estimated \$7,000 left to roll over.

The Depreciation Fund has \$11,000 reserve for computer equipment upgrades, an estimate. A question was raised about purchasing more laptops. Denise said when new laptops are purchased, the old ones will still be used.

Denise reiterated that this is preliminary budget and many numbers are estimates at this time and we don't have hard numbers. She must submit a final budget by the end of September, therefore the board will finalize the new budget at the September board meeting.

After a discussion about salaries, Victoria moved to approve the preliminary budget, Joanne seconded. The motion passed unanimously. Patricia presented a detailed report from the Tamarack conference.

The board said to designate Quiet Area in the back area of the library, including the Montana Room. No cell phone use allowed, no talking allowed. Denise will write signs and post.

Joanne adjourned the meeting at 5:30.

Minutes by Pam Morris