



**PUBLIC NOTICE:**  
**Board of Trustees Special  
Meeting**  
**Wednesday, December 11, 2019 at 9 a.m.**  
**Community Room of the Library**  
Meetings are open to the public.

The North Valley Public Library Board and members of the North Valley Public Library Foundation will make a decision on partnering with the Stevensville Community Foundation/Center to purchase the land and build a new facility at 407 Main Street.

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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**  
Minutes Board of SPECIAL Trustees Meeting  
Wednesday, December 11, 2019 at 9 a.m. in the Community Room of the Library

**Call to Order/Roll Call**

The meeting was called to order at 9:05 a.m.

**Board Members Present:**

Victoria Howell, Chair

Dianne Snedigar

Caitlin Dunn, Vice Chair

Kim Tiplady

Leon Theroux

**Staff Present:**

Denise Ard, Director

**Guests:**

Amy Horlacher, North Valley Foundation President

Donna Bainbridge, Foundation Grant Writer

Bob Thomas, SCF Community Center Chair

Victoria called for discussion on the topic of a decision on partnering with the Stevensville Community Foundation/Center to purchase the land and build a new facility at 407 Main Street.

Leon has a concern on the commitment level of the Stevensville Community Foundation (SCF) and the Stevensville Community Complex Center (SCCC). Donna would like a better vision of the SCCC building requirements.

Bob said they want a large community room and kitchen. The biggest facility in Stevensville is St. Mary's and it is 4,000 sq. ft. and fits about 250 people with tables. Bob said they would like a bigger room around 5,000 sq. ft. They want a large meeting space with lots of flexibility including tables, chairs, kitchenware to host events such as speaking engagements, entertainment and banquets. They would like accordion walls that allow the room to be separated such as in hotel banquets facilities. They would like a Board meeting room where they can keep secure files. If it is upstairs, has windows, which side, etc., is all fairly open to discussion. They would want a nice ceiling height.

Denise said the library has several events scheduled daily for the library and rents the room out for free to outside community groups. Denise asked if it would be shared or separate. Bob said shared makes the most sense and they would need a scheduler.

Denise said she thought sharing that room as the library's Community Room would not work. The library has events every day. Mondays is Mother Goose on the Loose, an early literacy program for very young children. The library hired a new adult programmer who is doing events Monday evening. Tuesdays is Montana Mollie for young kids and afterschool about 4-7 they will have a teen program afterschool because the library just hired a teen person. Wednesday is story time and then they have a science program in the afternoon. Art club is Thursday, Friday will be teen hangout and the adult programmer is tasked with offering Saturday programs on occasion for working adults. Denise wondered how it would

work sharing space with all these library events.

Victoria said there could be a dedicated space for the library.

Kim said they can space out the building to work for all parties. Bob said the library could have a room for its events within the library's dedicated side of the building, and for large events there would be plenty of notice.

Victoria said job creation could open up grant possibilities. Bob said job creation is usually linked to training.

Leon wanted to know who is going to coordinate the building and funding project. Bob said they would need a guiding committee.

Leon said there is a possibility of two different buildings that are linked. Bob said that is not a bad idea. Bob suggested a common wall. How is the building to be maintained after it has been built?

Leon is concerned with the extra staff and expense required. The library does not have maintenance staff, and pays for outside contractors to clean only three times a week for the current much smaller building.

Bob said the SCCC would like the library or someone else to maintain the building, but they would not abandon it. They think it would be best to have the library title it.

Kim asked if the Community Foundation had any resources to help maintain it.

Bob said it would have to be negotiated and they probably would need to ask for volunteers.

Dianne said scheduling is not difficult. Denise said the Library currently does not find scheduling difficult because the library programming comes first. If there is no library programming, they allow outside groups to use it. She likes the current policy and wants to keep it that way.

Dianne said it really comes down to the design of the facility. Amy said the question to ask is if it is a financially good decision. She pointed out that the property is overpriced, especially since demolition is necessary. All agreed it is currently overpriced and that the owners should be asked to run asbestos and environmental tests at their expense and either lower the price if remediation is needed or do it themselves. Donna agrees that if it makes sense we need to get the land.

Another consideration is if the community will support it.

Bob said they are committed to going through with the process and they are in. He has been given the authorization to make the agreement with the library. A final draft of the agreement would be reviewed by the SCF Board of Directors and any final document would be executed by the SCF Board. Bob said if this is the direction the library will go, it will be SCCC's only focus.

The building itself may cost \$2-\$3 million. That does not include purchasing the land, demolition, remediation and furniture.

Leon wants to know the SCF and SCCC statement. The library shared its library mission. Bob said the

library's mission is a good one and the SCCC could modify their mission statement to be more in line with the library's statement if needed.

Bob Thomas left the meeting so that the Library could discuss the issue further. He was informed it was a public meeting and subject to open meeting laws but he chose to depart anyway.

Denise said she could get excited about the project if she had reassurances from the Board that the library could still have a dedicated space the size of the current community room for library programs, where library programming takes precedence, and follows current Community Room policy. Denise does not want to have to cancel library programs for outside events or banquets. Denise would like assurances that library programming would not have to be cut, but instead the partnership would increase programming. Leon said the dedicated room should be even bigger, maybe twice the size of the current Community Room. The Board said they could assure Denise that no library programs would have to be cancelled due to the partnership.

Victoria said the next step was to find an attorney to create an agreement. Dianne said both the library and the SCCC should write down what they want to give to the attorney so we do not have to pay an attorney to find that out from us.

Dianne motioned to move forward with a Memorandum of Understanding with the Stevensville Community Foundation Community Center, with a cost not to exceed \$5,000 and the SCCC will be asked to pay half the cost. Kim seconded. The motion passed unanimously.

Minutes by Caitlin Dunn and Denise E. Ard.