

NORTH VALLEY PUBLIC LIBRARY

Board of Trustees Meeting

Wednesday, October 14, 2015

3:00 p.m. Library's Community Meeting Room

- Call to Order/Roll Call
- Public Comment
- Guests
 - ✚ Friends of the Library report – Beverly Helrich
- Approval of Minutes:
 - ✚ August 12
- Finances
 - ✚ Cash Report
 - ✚ Statement of Expenditure – Budget vs. Actual
 - ✚ Statement of Revenue – Budget vs. Actual
- New Business
 - ✚ Resignation of Board Members
 - ✚ Appointment of Board Members
- Old Business
 - ✚ Building
 - ✚ Update on Foundation and our collaboration
- Adjournment

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

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 Minutes
Wednesday, Oct. 14th, 2015
Community Room
Approved 11-11-2015 DA

Attending:

Joanne Charbonneau, Board chairperson
Victoria Howell, Board member
Alan Sponberg, Board member
Toba Winston, Board Member
Patricia Meakin, Board member
Denise Ard, Library Director
Bev Heinrich, Friends of the Library
Leon Theroux, Guest
Meghan Hanson, Guest

Joanne called the meeting to order at 3:04.

Public comment: Leon commented that the community room door should always be unlocked for public entry during board meetings. All agreed

Meghan Hanson introduced herself and is eager to become a trustee of the library.

Friends Report: Bev reported the “Art of the Chair” auction as a huge success. This fundraiser also advocates for the library and is well attended. The Friends made \$450.00. There are only enough chairs from UM to do one more year of “Art of the Chair”, so new ideas will be forthcoming. Thursday, Oct, 15th is the annual Friends membership tea and lunch at 12:00 in the community room. The next Friends book sale is on November 20th and 21st in the community room. Friends are making crafts for stocking stuffers to sell as well.

Toba motioned to approve the minutes with two corrections. Joanne seconded. Unanimously approved.

Financial Report: Patricia asked why the percentage spent for accounting was so high three months into the year. Denise explained that we paid the annual fee to Black Mountain and that the accounting firm did some extra work on payroll such as termination pay for Amy and issues with back payments for Sheryl’s retirement MPERA. Going forward we have moved to monthly payroll so the monthly accounting fee will be less. On the revenue report, a 100% means all moneys are received for the fiscal year such as the Tamarack Grant.

The building project expenditures are in the extra report with a breakdown cost. The installation of the handicap doors is finished, which Toba appreciates on behalf of everyone. Victoria moved to approve financial report, Alan seconded. Unanimous approval.

Board Members: Alan Sponberg and Toba Winston both submitted official letters of resignation to the board. Michael Higgins sent a letter of interest in joining the board and will come to the next meeting.

Joanne nominated Meghan Hanson for one of the open board positions. Toba seconded. All approved. Alan will get the board handbook to Meghan. Joanne did a brief rundown of the board's purview for Meghan. Alan added that the board is responsible for supervising the director, Denise and Denise is responsible for supervising staff. The chair is the spokesman for the board. Board members are ambassadors to the public as well.

There was discussion on all the renovations happening in the library and keeping the public informed. Colleen wrote an in depth letter to the editor of the Bitterroot Star detailing the construction and remediation. It should be in the next issue. Joanne suggested a big sign in the library window thanking the public for their patience.

Building Report: Colleen reported the electrical wiring in the middle building is completed and passed inspection. Brian, from ACM, the asbestos inspector, took more samples. Five Valleys will remediate the mold. Asbestos abatement is charged by the cubic meter. Denise's office was tested for asbestos. Colleen will do the construction in the office and the skim coating on the walls in the circulation room while waiting for the asbestos and mold contractors to come.

Colleen talked to George at the Stevensville sewage plant who said the drain in the parking lot cannot connect to the sewage system. There are no storm drain pipes underneath the town. Colleen and Meghan will talk about further options. The slope of the parking lot, the runoff from the roof and plowed snow will continue to be a problem for the buildings cellars until this problem is solved. There is a possibility of pumping it towards the river, but we need permission from the state because they own the sidewalk. Joanne suggested signs be put up saying that dumping in the current drain is illegal.

Foundation update: Donna Bainbridge is now president of the North Valley Public Library Foundation. She would like all donations to go through the Foundation. A notice is on the front desk stating this new policy. The foundation needs to have funds in order to apply for grants that will provide matching funds. Many grants will only give money to charities that are 501(c)3.

The board will give Donna their priorities and she will designate the money that fundraising and donations brings in. Donna will be interviewing people as foundation members. Joanne encouraged board member to think of both potential members and contributors and let Donna know.

Beverly wanted to remind everyone that the Friends help sponsor the library's children's programs. They provide \$50/month to Mary for these programs. Participation has grown exponentially and more programs are in development.

Meeting adjourned 4:21 p.m.

Minutes by Pam Morris