

PUBLIC NOTICE

North Valley Public Library Board of Trustees Meeting

Wednesday, April 15, 2020 at 3pm

Meetings are open to the public: Due to Covid-19 the Board meeting will take place online through Zoom meetings.

Join Zoom Meeting

<https://mt-gov.zoom.us/j/405959783?pwd=SGgrOXhPNnNzOHBwYTJwNlZPREFtdz09>

Meeting ID: 405 959 783

Password: 025501

Agenda

- Call to Order/Roll Call
- Public Comment¹
- Guests
- Approval of Minutes
- Finances
 - ❖ Statement of Revenue – Budget vs. Actual
 - ❖ Statement of Expenditure – Budget vs. Actual
 - ❖ Cash Report
- New Business
 - ❖ Covid-19 & emergency closure policy
 - ❖ Budget & service ideas during Covid-19
 - Diverting money from other line items in general budget to mobile hot spots and recorded books online.
 - ❖ Possibility of implementing direct deposit
- Ongoing & Unfinished Business
- Public Comment
- Board/Director Announcements & Comments
- Adjournment

¹ If you are a member of the public and are unable to attend the Board meetings, the Board would still like to hear from you. Please email the Director at denisea@northvalleylibrary.org or you can email board members directly. A link to Trustee contact information can be found on our website at northvalleylibrary.org/board—information.

North Valley Public Library
Minutes Board of Trustees Meeting
Wednesday, April 15 2020 at 3 p.m.

Call to Order/Roll Call

The meeting was called to order at 3:02 virtually, through Zoom

Board Members Present

Victoria Howell, Chair

Caitlin Dunn, Vice Chair

Dianne Snedigar

Leon Theroux

Kim Tiplady

Staff Present Denise Ard, Director

Public Comment No public joined the meeting so therefore there was no public comment.

Guests Tracy Cook from the State Library was hosting the Zoom meeting.

Approval of Minutes Leon made a motion to approve the minutes and Kim seconded. The motion passed unanimously.

Finances Caitlin moved to accept the financial reports and Kim seconded. The motion passed unanimously.

New Business

Covid-19 & emergency closure policy

Denise presented an emergency closure policy with a section on pandemics. Leon said the policy could be shorter. Denise said they could remove the pandemic section since pandemics are rare. Victoria said she likes having that section because it is relevant now. Dianne motioned to accept the policy as presented and Leon seconded. The motion passed unanimously.

Budget & service ideas during Covid-19: Diverting money from other line items in general budget to mobile hot spots and Recorded Books online.

Denise wanted to know if the Board wanted to offer an additional audiobooks online service or a video streaming service from Recorded Books. The library already offers online audiobooks through MontnanaLibrary2Go so the video streaming was a new service. The annual maintenance fee for Recorded Books streaming is \$250 plus \$2.99 per checkout for a patron to have 7 day access. Denise would make limits. Denise said she could divert money from the collection development budget for this. Kim motioned to move money from collections for a digital streaming service and Dianne seconded. Leon had some reservation but they were alleviated so when it went for a vote the motion passed unanimously.

There was some discussion on mobile hot spots, and Verizon vs T-Mobile. Tracy from the State Library was in attendance and there was talk of the State providing hotspots. Tracy said the Network advisory had to vote on hotspots. Since the State Library may provide hotspots the board decided to table the decision and see what the State is going to do.

Possibility of implementing direct deposit

Denise wanted to know if the board wanted to offer direct deposit of payroll. Dianne, a manager of Farmers' State Bank said she would find out about the cost. She got a response quickly during the meeting. There is a \$100 setup fee. \$15 per file and the library pays monthly so \$15 a month. Victoria thought the price was right. Dianne moved that Denise set up direct deposit through Farmers and Leon seconded. The motion passed unanimously.

Ongoing & Unfinished Business There was no ongoing or unfinished business discussed.

Public Comment No public joined the meeting so therefore no public comment.

Board/Director Announcements & Comments Victoria asked about the shelves that the Foundation purchased for the Makerspace. Denise said she ordered some moveable organizational shelves for programming materials and supplies. Denise said she would email the board photos.

Adjournment

Meeting adjourned at 4:01

Minutes by Denise Ard