

PUBLIC NOTICE

North Valley Public Library Board of Trustees Meeting

208 Main Street, Stevensville, MT 59870 in the Community Room

Wednesday, January 15, 2020 at 3pm

Meetings are open to the public

Agenda

- Call to Order/Roll Call
- Public Comment¹
- Approval of Minutes
 - ❖ 11-20-2019 Regular meeting minutes
 - ❖ 11-27-2019 Special meeting
 - ❖ 12-11-2019 Special meeting
- Finances
 - ❖ Statement of Revenue – Budget vs. Actual
 - ❖ Statement of Expenditure – Budget vs. Actual
 - ❖ Cash Report
- New Business
 - ❖ *Community Room* policy review
 - ❖ *Collection Development* policy review
 - ❖ *Library Program, Presenter Policy & Contract* policy review
 - ❖ *Cash Handling, Check Credit Card & Reimbursement* policy review
 - ❖ Discuss having an April Board meeting in evening to get public input before the budget process
- Ongoing & Unfinished Business
 - ❖ Strategic Plan in Action: Building discussion including:
 - Memorandum of Understanding with Stevensville Community Center to partner in building plans
 - Financing: Mill levy increase, loan, grants, foundation, donors and bonds
 - Other steps involved in renovations or construction of library building
- 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, January 15, 2020 at 3 p.m. in the Community Room of the Library

Call to Order/Roll Call

The meeting was called to order at 3 p.m.

Board Members Present:

Victoria Howell, Chair
Caitlin Dunn, Vice Chair
Leon Theroux
Dianne Snedigar

Board Members Absent:

Kim Tiplady

Staff Present:

Denise Ard, Director

Public Comment: There was no public comment.

Approval of Minutes: Dianne moved to approve the November 20th minutes. Leon seconded. Motion carried. Dianne moved to approve the November 27th Special meeting minutes, Caitlin seconded. Motion carried. Caitlin moved to approve the December 11th Special meeting. Dianne seconded. The motion carried.

Financial Reports: Leon moved to approve the financial reports. Dianne seconded. Motion carried.

New Business: Corrections to the Community Room Policy should state that occupants leave the room as found. One typo corrected. Removed the section about private tutoring until the Maker Space is done and then revisit policy if necessary. Under reservations change "patrons" to "persons." Caitlin motioned to approve, Leon seconded. Motion carried.

Dianne moved to accept the revised Collection Development Policy. Caitlin seconded. Motion carried.

Caitlin moved to accept the revised Library Program, Presenter Policy & Contracts Policy. Dianne seconded. Motion carried.

Dianne moved to approve the revised Cash Handling, Check Credit Card & Reimbursement policy. The revision included removal of two paragraphs under "the Board of Trustees require payroll checks, etc..." Caitlin seconded. Motion carried.

April Board Meeting: The board discussed creating an evening April pre-budget meeting for the public. Leon wants transparency and the public informed. Dianne felt the listening sessions cover this. Dianne asked Denise if there had been complaints about the meeting time. There have been no public complaints. Leon wants essential standards maintained and Victoria said they are maintained and Denise makes sure the Board is aware of the essential standards and makes sure the library is meeting them. The Board decided it was not necessary at this time. The board agreed that if there was a discussion on the agenda of special interest such as a bond or mill that it would require an evening meeting.

Ongoing and Unfinished Business: Strategic Plan for Memorandum of Understanding with the Stevensville Community Center to partner in building plans. Bob Thomas drafted a simple memorandum of understanding that Victoria likes. She wants to show it to a lawyer. Victoria contacted Ravalli County Attorney Bill Fulbright and he is looking into whether or not he can consult with the North Valley Public Library District. In the meantime the State Library suggested Missoula attorney Lisa Mecklenberg Jackson who worked briefly at NVPL and is an advocate for libraries. Victoria has contacted Lisa Mecklenberg Jackson already.

Board/Director Announcements – Denise said she is not receiving bank statements any longer without phoning to request them. If you have online banking with Farmer’s bank please check your settings under “Document Delivery” and choose “Paper.”

Dianne moved to adjourn at 4:20 p.m. Caitlin seconded. Motion carried.

Minutes by Caitlin Dunn and Denise Ard