

PUBLIC NOTICE
North Valley Public Library Board of Trustees Meeting

208 Main Street, Stevensville, MT 59870

Wednesday, January 15, 2025, at 3pm

Meetings are open to the public.

Agenda

- **CALL TO ORDER/ROLL CALL**
- **PUBLIC COMMENT¹**
- **GUESTS:**
- **APPROVAL OF MINUTES**
 - ❖ Board minutes from 11/20/2024.
- **FINANCES**
 - ❖ Chair compares the monthly bank statement to reconciliation report.
 - ❖ Statement of Revenue
 - ❖ Statement of Expenditure
 - Lumen overcharging – credits received.
 - ❖ Cash Report
 - ❖ Received \$32,413.65 from Ravalli County reflecting taxes 2019-Nov 2024 not previously disbursed.
 - ❖ Federal insurance for government bank depositors has changed. Board to determine action.
- **NEW BUSINESS**
 - Water Service line – lab results cleared drinking water.
 - Safety protocol for children’s office.
 - Public Library Standards Roadmap.
 - Shall the Library partner with Montana Dept of Public Health & Human Service be a Clean Air Center?
 - Library Card, Circulation, Patron Privacy Policy: Nonresidents and digital resources.
 - Reference Service Policy.
 - Building upkeep.
 - New community room chairs proposed for grant request.
- **ONGOING & UNFINISHED BUSINESS**
 - ❖ New building plans, discussion & decisions
 - ❖ Foundation -The Foundation is considering hiring a person to apply for building grants.
 - Updating the Memorandum of Understanding with Foundation
- **PUBLIC COMMENT**
- **BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS**
 - ❖ Continuing Education for the Board
- **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.

MINUTES OF THE NORTH VALLEY PUBLIC LIBRARY BOARD OF TRUSTEES
Wednesday, January 15, 2025, at 3pm

CALL TO ORDER/ROLL CALL Dianne called the meeting to order at 3:04

Board Present: Dianne Snedigar, Margy Gilbertson, Victoria Howell, Caitlin Dunn, Kim Tiplady.

Board Absent: None

Staff Present: Denise Ard, Library Director.

PUBLIC COMMENT No public was present therefore there was no public comment.

GUESTS: No guests were present.

APPROVAL OF MINUTES

Kim made a motion to approve the 11/20/2024 minutes. Caitlin seconded the motion. The motion passed unanimously.

FINANCES

- **Reconciliation Report.** The Chair compared the monthly bank statement to the accounting reconciliation report and signed it.
- **Financial Reports.** Caitlin made a motion to approve the financial reports and Kim seconded the motion. The motion passed unanimously.
- Denise said the library has started to receive credits from Lumen.
- **Permissive Medical Levy Taxes.** The board discussed the \$32,413.65 from Ravalli County reflecting taxes 2019-Nov 2024.
- **Interfi Government Entity Bank Deposit Insurance.** Federal insurance for government bank depositors has changed. Farmers Bank can use IntraFi for new insurance. The bank does not have FDI insurance for public entities. Federal home loan bank will no longer insure government entities deposits. The Interfi insurance can make more money off the deposits in a money market account. The deposit will always be available to the library and will adjust automatically. The rate is over 1% and the old one was .02%. Margy made a motion that the bank opens a Interfi money market account to insure the library's deposit at a higher interest rate. Kim seconded the motion. The motion passed unanimously.

NEW BUSINESS

- **Water Test.** The board was happy to hear that the water line passed the lead content test.
- **Safety protocol for children's office.** The board walked through the children's office and examined the children's room exits. The board reviewed the Chief of Police's recommendation of keeping the office unlocked in case of an active shooter. The board weighed an active shooter scenario against a child molestation scenario. The board thought child molestation a more likely scenario than active shooter exit route. Victoria made a motion that the safety protocol for the children's office be locking the door. Kim seconded the motion. The motion passed unanimously.
- **Public Library Standards Roadmap.** The board will review the material at home and revisit next month.
- **Clear Air Center.** Margy made a motion to partner with MT DPHHS to become a Clear Air Center during fire season when smoke levels are high. Kim seconded the motion. The motion passed unanimously.
- **Library Card, Circulation, Patron Privacy Policy.** The board said addresses don't get blocked, cardholders do. Kim made a motion to approve the amended Library Card, Circulation, Patron Privacy Policy. Caitlin seconded the motion. The motion passed unanimously.
- **Reference Service Policy.** Victoria made a motion to approve the Reference Services Policy as presented. Kim seconded the motion. The motion passed unanimously.
- **Building upkeep.** Water tested okay; the bathroom heaters were repaired/replaced. The board reviewed the

estimate from Tim's Cleaner Carpets & Restoration and said the library could have the floors cleaned sometime in the spring if funds allow.

- New community room chairs proposed for grant request. The board approved the stacking chairs presented.

ONGOING & UNFINISHED BUSINESS

New building plans, discussion & decisions. The board is waiting for updates.

Foundation The Foundation is considering hiring a person to apply for building grants.

Updating the Memorandum of Understanding with Foundation. Dianne will share with the Foundation.

PUBLIC COMMENT No public joined the meeting, therefore there was no public comment.

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

Continuing Education for the Board: March meeting will be continuing education for the board. Tamarack is April 25 and Catilin or Dianne will attend in Polson.

ADJOURNMENT Kim made a motion to adjourn, and Margy seconded. The motion passed unanimously. The board adjourned at 4:50.

Minutes by Denise Ard and Caitlin Dunn