North Valley Public Library Board of Trustees Meeting
at 208 Main Street, Stevensville, MT 59870 on Wed., June 17,2026 at 3pm

AGENDA

CALL TO ORDER/ROLL CALL

PUBLIC COMMENT

GUESTS

NEW BUSINESS

- Closing for staff to attend Montana Library Association conference 2027. (Action item.)
- Snow removal. (Suggestions.)
- IT (Informational.)
- Foundation news from their 6/3/26 meeting.
  - Foundation Presidency & Capital Campaign
  - Foundation query about recordings of library board meeting or AI transcripts.

ONGOING & UNFINISHED BUSINESS

- New building plans, discussion & decisions.

APPROVAL OF MINUTES

- Board minutes from 5/20/2026.

FINANCES

- Statement of Revenue.
- Statement of Expenditure. Grant line 281 added. Grant received from Rapp. Expenditure will be $3,412.64.
- Cash Report.
- Chair compares the monthly bank statement to reconciliation report.
- New Annual Financial Report and NVPL's need for a government CPA. (Informational.)

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

- Guests at the July 15 board meeting: Developer Rob Horlacher, Kevin from Campaign Consultants, & Cara Orban from the State for a 1hr. in-person training.
- August 19 medical levy hearing
- September 16 budget hearing
- Online Fall Tamarack meeting Thur., Oct 15, 2026, at 6 p.m.
- Next Tamarack Federation retreat is April 23-24, 2027, in Polson. Red Lion lodging.

ADJOURNMENT

JUNE 17, 2026 MINUTES OF THE NORTH VALLEY PUBLIC LIBRARY BOARD OF TRUSTEES

CALL TO ORDER/ROLL CALL

Dianne called the meeting to order at 2:58.
Board Present: Caitlin Dunn, Margy Gilbertson, Victoria Howell, Kate Kowal, Dianne Snedigar.
Board Absent: None.
Staff Present: Denise Ard, Library Director.

PUBLIC COMMENT

No public was present so there was no public comment.

GUESTS

There were no guests.

NEW BUSINESS

Closing for staff to attend Montana Library Association conference 2027. (Action item.)

The board is supportive of the staff attending the conference but did not want to decide on closing the library in April 2027, 10 months before the conference. Denise said the reason it was on the agenda early was because she needed to budget. The board said to budget the entire staff going for the entire conference, but the board will make the decision about closing closer to the date, possibly January or February.

Snow removal. (Suggestions.)

Dianne suggested Chris Richards of Allegiant Irrigation and landscape for snow removal when snow is above 2" and gave Denise a contact phone number.

IT (Informational.)

Jason said he no longer had time to do IT consulting for the library. Denise and Jason interviewed another IT consultant. The board said to run a background check and call references.

Foundation news from their 6/3/26 meeting.

<u>Foundation Presidency & Capital Campaign</u>

Kate Boyd is not taking over as Foundation President after all. Her interest lies in the capital campaign. Carla was voted back as president. The library board reiterated that the capital campaign should be moving forward.

<u>Foundation query about recordings of library board meeting or AI transcripts.</u>

Denise said the Foundation asked the library board to consider recording board meetings or using AI transcripts and that is why she placed this as an agenda item.
Denise contacted the State Library, other Partner libraries and MLA legal helpline about the topic. Tracy Cook from the State Library said if the board used AI they should comply with requirements outlined in MCA 2-3-212. Cara Orban from the State Library said the law pertaining to recording meetings does not apply to any type of library board. Attorney Kris Goss from the MLA legal helpline said he agreed with Cara's statement. Goss said if the board wanted to adopt a policy detailing how recordings are made and maintained it was within its authority. He elaborated on requirements if a recording were made, such as ADA, as well as retention, maintenance, and availability. Kris Goss said he would not recommend an AI generated transcript "as the transcript runs the risk of being inaccurate." No other Partner library could be found that used AI or recordings. Some libraries commented that using AI would be more time consuming to correct than writing the minutes.
The board reviewed the feedback. They said they did not want to add to the Director's workload.
A motion was made by Victoria Howell to record the meetings. The motion died for lack of a second.
The board said outside bodies, even the NVPL Foundation, do not dictate agenda items for the library board and in the future Denise should respond that she will bring the item to the Chair, and Denise should not say she will add items to the agenda.
The board said that the official board minutes serve as the permanent public record of the board proceedings. The minutes are posted online on the library's website. As other libraries also said, the minutes are intended to document the actions taken by the Board, motions made, votes, and the general substance of discussions as required for the public record. They do not

provide a verbatim account of the meeting, identify who made specific comments during discussions, or serve as a transcript of everything that was said as per MCA 2-3-212.

ONGOING & UNFINISHED BUSINESS

New building plans, discussion & decisions.

There was nothing new to discuss but Dianne gave a reminder to the board that developer Rob Horlacher was attending the July meeting, and the board should come prepared to ask questions of Rob about architect plans, land, ideas, and proposals.

APPROVAL OF MINUTES

Board minutes from 5/20/2026.

Caitlin made a motion to approve the May 20, 2026 minutes with a comma being added. Kate seconded the motion. The motion passed unanimously.

FINANCES

Financial reports

Caitlin made a motion to approve the financial reports as presented. Margy seconded the motion. The motion passed unanimously.

Chair compares the monthly bank statement to reconciliation report.

The chair reviewed statement and reconciliation report for accuracy and signed off on it.

New Annual Financial Report and NVPL's need for a government CPA. (Informational.)

Denise has an appointment with Ravalli County CFO Jana Exner to go over accounting questions.

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The board said the July board agenda was full and to state the time allotted for each agenda item.
Call to Order Minutes & Finance 3:00-3:10pm
Developer Rob Horlacher & Kevin from Campaign Counsel 3:10-4:00pm
Cara Orban State Library training 4:00pm-5:00pm.

ADJOURNMENT

Caitlin made a motion to adjourn. Victoria seconded the motion. The meeting ended at 4:31.