North Valley Public Library Board of Trustees Meeting
at 208 Main Street, Stevensville, MT 59870 on Wed., Aug 19, 2026 at 3pm

AGENDA for PUBLIC HEARING FOR PERMISSIVE MEDICAL LEVY

CALL TO ORDER/ROLL CALL

PUBLIC COMMENT

VOTE PROPOSED PERMISSIVE MEDICAL LEVY & RESOLUTION

AGENDA FOR REGULAR BOARD OF TRUSTEES MEETING IMMEDIATELY FOLLOWING THE PUBLIC HEARING

PUBLIC COMMENT ON ANY AGENDA ITEM, OR A NON-AGENDA ITEM OF PUBLIC INTEREST ABOUT THE LIBRARY.

GUESTS

NEW BUSINESS

- LIBRARY CARD, CIRCULATION, & PATRON PRIVACY POLICY: Suggest a minor change, lower the fine on overdue telescope from $10.00/a day to match other equipment/library of things fines which are $1.00/a day.
- Commercial insurance policy renewed July 1. Copies emailed for board to read.

ONGOING & UNFINISHED BUSINESS

- New building plans, discussion & decisions.

APPROVAL OF MINUTES

- Board minutes from 7/15/2026.

FINANCES

- DRAFT Budget
- Chair compares the monthly bank statement to reconciliation report.
- Statement of Revenue.
- Statement of Expenditure. Grant line 281 added. Grant received from Rapp. Expenditure will be $3,412.64.
- Cash Report.

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

- 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

AUGUST 19, 2026 MINUTES OF THE NORTH VALLEY PUBLIC LIBRARY BOARD OF TRUSTEES

PUBLIC HEARING FOR PERMISSIVE MEDICAL LEVY

CALL TO ORDER/ROLL CALL

Dianne called the public hearing to order at 3:01
Board Present: Dianne Snedigar, Chair; Victoria Howell, Vice Chair; Caitlin Dunn, Secretary; Margy Gilbertson; Kate Kowal.
Board Absent: None.
Staff Present: Denise Ard, Library Director.
Guests: None

PUBLIC COMMENT

No public was present to give public comment.
The board temporarily postponed the permissive levy vote to allow fifteen minutes for public to arrive and give comment. While they waited they proceeded to the approval of the minutes from the regular meeting agenda.

VOTE PROPOSED PERMISSIVE MEDICAL LEVY & RESOLUTION

At 3:16 Victoria made a motion to approve the permissive medical levy and resolution. Caitlin seconded the motion. The motion passed unanimously. Dianne and Victoria signed the resolution. See Appendix I & II.

REGULAR MEETING

PUBLIC COMMENT

No other public was present throughout the meeting so there was no public comment. The board rearranged the agenda items of both meetings to allow for the public to arrive and give comment.

GUEST

No guests were present.

APPROVAL OF MINUTES

- **Board minutes from 7/15/2026.**

Caitlin made a motion to approve the minutes with six corrections. Margy seconded the motion. The motion passed unanimously.

FINANCES

- **DRAFT Budget**

The board reviewed the proposed FYE 2027 budget, comparing it to the actual expenditures for FYE 2026. Denise explained the increases on many of the line items and felt there was a safe cushion in the budget. The budget included a $75,320 transfer to the Library Depreciation fund. The board discussed and agreed to a 3.6% wage increase for all employees. 3.6% being the projected cost of living adjustment (COLA) for Social Security recipients as of 8/12/26, as reported in the Hill. Montana Department of Revenue calculated an inflation factor of 2.97% for the mill levy. There was a large increase in health care because a part-time employee increased hours and became eligible for health benefits. That health increase saw an increase in both the permissive and general budget. Denise said she budgeted the entire estimated tax revenue but often it is not all received.
Victoria made a motion to approve the draft budget for FYE 2027 and Kate seconded. The motion passed unanimously. The draft budget be available for the public to review. At the September 16 meeting the board will have a budget hearing to hear public comment on the budget and then pass a final budget and resolution.

- **Statements of Revenue, Expenditure, and Cash Report**

Denise explained an error she found in the Cash Reports starting in January 2026. It was due to a gift card being spent on December 11, 2025, but the expenditure was not recorded in Black Mountain accounting software. Denise said she did not see the error until closing for the year, but it was now corrected on the final June reports.
Caitlin made a motion to approve both the June (year-end) and July financial reports. Kate 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 BUSINESS

- **Library Card, Circulation, & Patron Privacy Policy**

Denise said she would like the fines for the telescope to be consistent with the other Library of Things and equipment. Denise said she would like the telescope to circulate more and said there were many costly items in Library of Things did not think the telescope should circulate differently. In addition, she said the circulation rule the telescope circulates under in the library software is being discontinued by the State Library so they would have to choose something else anyway.

The board asked what happens if people have items and do not return them. Denise said they can no longer check out materials and are blocked but they often don't get the materials back. The board thought if people owe large amounts for unreturned materials that the police should get involved. Denise said sometimes the patrons move out of the District. Kate said she worked with an officer, and would ask him what the financial threshold was, and find out more about when the police can get involved to retrieve materials, and she will report back to the board.

Kate made a motion to change the telescope fines from $10 a day to $1 a day. The motion passed unanimously.

- **Commercial Insurance Policy** The board was emailed the current policy which is enforce to read on their own. There is no decision to be made, it is just informational.

ONGOING & UNFINISHED BUSINESS

- **New building plans, discussion & decisions.**

Victoria asked if there was an update on the new building plans and Dianne said there was not.

Victoria had to leave the meeting at 3:42.

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

Denise said the Foundation President, Carla Sanders could not attend the meeting but that Carla sent Denise and email to share. Denise read the email which included the following announcements:

- Birdies for Books golf tourney is this Saturday, with Farmers State Bank as the presenting sponsor again.
- For the capital campaign, we have mailed initial letters to 34 area movers and shakers and people who love the library letting them know they will be contacted soon for their thoughts on the library and the need for a new one.
- The Big Book Sale will be Oct.2-3, in conjunction with the Scarecrow Festival.

Margy said she cannot attend the online fall meeting on October 15. Caitlin said she might be able. Dianne said she would consider it if Caitlin was not able. The topic will be revisited in September.

ADJOURNMENT

Margy made a motion to adjourn and Kate seconded the motion. The meeting adjourned at 4:12.

Minutes by Denise Ard and Cailin Dunn

NORTH VALLEY
PUBLIC LIBRARY

North Valley Public Library
Resolution No. 2026-08-19.1

PERMISSIVE MEDICAL LEVY FYE 2027

Whereas, the North Valley Public Library Board of Trustees met in a public meeting on August 19, 2026, on the proposed Permissive Medical Levy for health care premium increases for Fiscal Year Ending 2027 as outlined in MCA 2-9-212,

Now Be It Therefore Resolved, the Board of the North Valley Public Library District, Ravalli County, Montana approves and adopts a permissive medical levy for health care premium increases for 1.06 Mills for a total generated tax revenue of $38,907. Resolution and permissive medical levy budget to be sent to Ravalli County for inclusion in the County budget process.

Adopted this 19th day of August 2026
NORTH VALLEY PUBLIC LIBRARY
BOARD OF TRUSTEES

ATTESTED BY:

Victoria Howell Vice-Chair

ATTESTED BY:

______________________, Title: Chair

North Valley Public Library
Budget for Fiscal Year ending June 30, 2027
Fund Name: PERMISSIVE MEDICAL FOR GROUP BENEFITS
Fund #:__2372________

CASH AVAILABLE, REVENUES, & OTHER FINANCING SOURCES

		AMOUNT
1		
2	**Cash Balance held outside the County as of June 30th (Cash report Permissive Medical balance6/20 balance)**	$ -
3	**Outstanding warrants (checks) as of June 30th**	$ -
4	**Cash Available as of July 1st** *(4 = (1 + 2) - 3)*	$ -

	Revenues	AMOUNT
5	**Tax Revenue** (BARS Act: 311000) **1.06 MILLS**	$ 38,907.00
6		
7	**TOTAL TAX/NON-TAX REVENUES & OTHER FINANCING SOURCES:**	38,907.00
8	**Total Resources** (Total Resources *MUST* equal Total Requirements from page 2, 11) *(8 = 4 + 7)*	38,907.00

North Valley Public Library
Budget for Fiscal Year ending June 30, 2027
Fund Name: PERMISSIVE MEDICAL FOR GROUP BENEFITS
Fund #: 2372

APPROPRIATIONS AND CASH RESERVE

9	Expenditures	*AMOUNT*	Expenditures	*AMOUNT*
	Personal Services (100)			
	135 - Health Insurance increase over base year of 2018	$ 38,907.00		

TOTAL APPROPRIATIONS (EXPENDITURES): $ 38,907.00
(The total actual expenditures for the period stated shall not in any event exceed the total budgeted appropriations, unless a budget amendment in accordance with 7-6-4006, MCA has been passed.)

10	**Cash Reserve**	$ -
11	**Total Requirements** (Total Requirements *MUST* equal Total Resources from page 1, 8) (*11* = *9* + *10*)	$ 38,907.00