North Valley Public Library Board of Trustees Meeting
at 208 Main Street, Stevensville, MT 59870 on Wed., July 15,2026 at 3pm
or by Zoom

To Join Zoom Meeting
https://us06web.zoom.us/j/83707600715?pwd=e9F7Td4xFQbbYewfLL8QZ8Ca7xKQSl.1
Meeting ID: 837 0760 0715
Passcode: 956800

AGENDA

CALL TO ORDER/ROLL CALL 3:00-3:01PM

APPROVAL OF MINUTES 3:01-3:05PM
Board minutes from 6/15/2026.

FINANCES 3:05-3:10PM
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.

ONGOING & UNFINISHED BUSINESS: 3:10-4:00PM
New building plans, discussion & decisions.
***Guests**:* Developer Rob Horlacher and Kevin Wallace of Campaign Counsel.

PUBLIC COMMENT 4:00PM-4:10PM

NEW BUSINESS: TRAINING 4:10PM-5:10PM
Cara Orban from the State Library presents an in-person training.

BOARD/DIRECTOR ANNOUNCEMENTS & COMMENTS

ADJOURNMENT

JULY 15, 2026 MINUTES OF THE NORTH VALLEY PUBLIC LIBRARY BOARD OF TRUSTEES

CALL TO ORDER/ROLL CALL

Dianne called the meeting to order at 2:56.
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: NVPL Foundation President Carla Sanders; Developer Rob Horlacher and wife Amy Horlacher; NVPL Foundation Treasurer Donna Bainbridge; NVPL Foundation Capital Campaign Committee Member, Celeste Statler; Cara Orban, Montana State Library consultant; Kevin Wallace of Campaign Counsel via Zoom; NVPL Foundation member Wendy Moore via Zoom.

APPROVAL OF MINUTES

- **Board minutes from 6/15/2026.**

Caitlin made a motion to approve the 6/15/26 minutes. Kate seconded the motion. The motion passed unanimously.

FINANCES

- **Chair compares the monthly bank statement to reconciliation report.**

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

- **Financial reports**

Victoria made a motion to approve the financial reports. Margy seconded the motion. The motion passed unanimously.

- **Certificate of Deposit** matures 8/2/2026, before the next board meeting. The interest rate is subject to change but is quoted at about 3.64% as of the date of the meeting. The terms available are 5 months, 10 months, and 20 months. Kate made a motion to renew the CD for 10 months at 3.64 and Caitlin seconded. The motion passed unanimously.

ONGOING & UNFINISHED BUSINESS

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

Developer Rob Horlacher, spoke on three scenarios for financing construction of a new library building. Scenarios #1 & #2 require full engineer and architect plans for firms to bid upon equally. Rob said those plans can cost about $300,000. (However, the original MMW architects quoted higher. MMW gave a range of $744,062-$1,166,898 for "soft costs" in the Preliminary Architecture Report/Master Plan. The architect explained “soft costs” were architect/engineer plans.)
Both #2 and #3 are rent to own. #3 the most affordable.
1.) Raise money until NVPL Foundation has almost the full amount and then start construction. The disadvantage is this could take a long time, five years or more.
Scenarios #2 & #3 allow a new library to be built sooner:
2.) Publish (Request for Proposal (RFP) and include in the RFP, the construction company will build, and finance, allowing library to rent to own.

3.) Lease a premade library. The Horlacher's said they are willing build a library on Red Willow Drive and lease to the library until the loan is paid off, providing the Foundation raises at least 20% of the cost as well as loan interest. This is the most cost effective because allows for change of building materials as needed. Developers do this for businesses such as Target etc. Savings come from not having everything specced. The rental contract would require the library to sell the current location to lower the amount of the loan as soon as construction was complete and the library moved into the new location.

Kevin Wallace thought #3 posed a fundraising challenge in explaining how debt servicing is a capital campaign. Denise did not think it would be an issue if explained correctly.

The library board said they needed *Campaign Counsel* to finish the feasibility study to determine the approximate amount of money the community could raise to build a new library and then they could decide which option was best.

PUBLIC COMMENT

No other public was present so there was no public comment other than the guests.

NEW BUSINESS

- **Training**

Cara Orban from the State Library presents an in-person training on capital campaigns. She talked about open meeting law and said the more information shared the better. The advice is to follow Ravalli Counties procurement practices. She had the board and foundation consider next steps:

- Foundation wraps up donor feasibility study and presents findings to the library board
- Library director, with input from library board and foundation, posts a project update on the library website and perhaps in the local papers?
- Library board presents options for building project to the public in an information session (maybe?)
- Library board votes on which option to pursue in a publicly noticed meeting
- Library board or director reaches out to county clerk or procurement officer to request guidelines for proceeding with the selected option
- Library board communicates fundraising goal to the foundation

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

No other comments were made.

ADJOURNMENT

Margy made a motion to adjourn and Kate seconded the motion. The meeting adjourned at 5:16.

Minutes by Denise Ard and Cailin Dunn