

**PUBLIC NOTICE**  
**North Valley Public Library Board of Trustees Meeting**

208 Main Street, Stevensville, MT 59870

Wednesday, May 21, 2025, at 3pm

**Meetings are open to the public.**

**Zoom option:** <https://us06web.zoom.us/j/81763013742>

**Meeting ID:** 817 6301 3742

***Agenda***

- **CALL TO ORDER/ROLL CALL**
- **PUBLIC COMMENT<sup>1</sup>**
- **GUESTS** Kate Kowal, board applicant will arrive about 4pm
- **APPROVAL OF MINUTES**
  - ❖ Board minutes from 4/16/2025
- **FINANCES**
  - ❖ Statement of Revenue
  - ❖ Statement of Expenditure
  - ❖ Cash Report
  - ❖ Chair compares the monthly bank statement to reconciliation report
  - ❖ Budget FY 2025-2026 Planning
    - Shall the board allow employees to work more than 40 hours to fill in for Saturdays and pay both exempt and nonexempt time and a half for hours over 40, and shall the Personnel Policy be updated to reflect that.
- **ONGOING & UNFINISHED BUSINESS**
  - ❖ Personnel
    - Director Evaluation
  - ❖ New building plans, discussion & decisions
  - ❖ Current building upkeep
    - Safety inspections from Montana the Department of Labor & Industry
  - ❖ Foundation
- **NEW BUSINESS**
  - ❖ Board vacancy. Appointment vote.
  - ❖ Comfort Systems USA Maintenance proposal to service HVAC systems
  - ❖ Policies to consider implementing and updating:
    - Photography & Video Policy
    - Respect for Users, Staff and Library Property
- **BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS**
  - ❖ Continuing Education for the Board: None required until next fiscal year
  - ❖ Tamarack 2026 will take place April 24 & 25, 2026
- **ADJOURNMENT**

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<sup>1</sup> 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](mailto: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](http://northvalleylibrary.org/board—information).