

PUBLIC NOTICE

North Valley Public Library Board of Trustees Meeting

208 Main Street, Stevensville, MT 59870

Wednesday, July 20, 2022 at 3pm

Meetings are open to the public.

Community Room in-person.

Agenda

- Call to Order/Roll Call
- Public Comment¹
- Guests
- Approval of Minutes
 - ❖ 06/15/22 Regular Meeting
- Finances
 - ❖ Statement of Revenue – Budget vs. Actual
 - ❖ Statement of Expenditure – Budget vs. Actual
 - ❖ Cash Report
- New Business
 - ❖ Update Naming & Donor Recognition Art Policy – Foundation submitted changes to recognition tiers based on the final art chosen
 - ❖ Budget
- Ongoing & Unfinished Business
 - ❖ Building plans, discussion & decisions
- Public Comment
- Board/Director Announcements & Comments
 - ❖ Trustee Workshop Sept 19 at 9am-1pm at Missoula Public Library on Library Law, Roles and Responsibilities, and Budgeting.
- 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

North Valley Public Library

Minutes Board of Trustees Meeting

Wednesday, July 20, 2022 at 3pm

CALL TO ORDER/ROLL CALL

Victoria Howell called the meeting to order at 3:02 pm.

BOARD MEMBERS PRESENT

Victoria Howell, Chair

Caitlin Dunn, Vice Chair

Leon Theroux

Dianne Snedigar

BOARD MEMBERS ABSENT Kim Tiplady

STAFF PRESENT Denise Ard, Director

PUBLIC COMMENT

Carla Sanders, the President of the North Valley Public Library Foundation had planned to attend the meeting but was unable to do so she emailed the Director and asked Denise to read the following items:

1. Western Heritage Days: The Foundation made \$311 during the book sale (selling kids and adult books at \$2 and \$1 each)
2. Creamery Picnic: The Foundation will be outside the library selling NVPL Foundation branded tote bags, notebooks and pencils, plus handing out fliers for an October book sale.
3. Birdies for Books golf scramble is planned for Saturday, Aug. 20, at Whitetail Golf Course. Hoping for 12 teams.
4. The Foundation is resurrecting the BOOK SALE as a fall fundraiser. Dates are Friday, Oct. 7, from 6 to 9 pm, and Saturday, Oct. 8, from 9 am to 5 pm, in the Community Room. They will start collecting on the Thursday evening the day before the sale.

GUESTS No guests were present

APPROVAL OF MINUTES

Dianne made a motion to approve the minutes from the June regular meeting and Leon seconded. The motion passed unanimously.

FINANCES

Denise said taxes received were \$6,625.01 less than expected. Caitlin made a motion to approve the financial reports and Dianne seconded. The motion passed unanimously.

NEW BUSINESS

Update Naming & Donor Recognition Art Policy – Foundation submitted changes to recognition tiers based on the final art chose

Caitlin made a motion to update the naming policy with updated giving levels, and have Denise merge the library naming and donor art into one list, add the entire range per giving level, and list the honor roll separately.

Dianne seconded the motion. The motion passed unanimously.

Budget

Denise will put together an offer for Jason to be on call for urgent needs and Denise will work on the budget and present a proposed budget in August.

ONGOING & UNFINISHED BUSINESS

Building plans, discussion & decisions

- **Community Center Foundation**

Victoria sent the letter to the CCF letting them know the architect had determined there was not enough room for both the library and the Community Center on their piece of land. See Appendix I

- **Brownfields program of Montana DEQ for hazardous materials removal.**

Victoria applied for a free evaluation of hazardous materials.

- **Preliminary Architect Report**

Victoria will contact MMW architect Jacob Wright to get updated as to progress. Victoria asked if everything was in place to get reimbursed for the ADA portions of the PAR from the State from the block grant. Denise said she had not heard if the Town of Stevensville submitted the proof of insurance. Denise will follow up with Jenelle from the Town of Stevensville.

- **Resale value of current buildings.**

Victoria said two realtors did a walk through and were putting together the market value with the assistance of Denise's list of building improvements since 2014.

- **Memorandum of Understanding with Foundation.**

Victoria asked if Foundation has approved the MOU and if the library received a signed copy and Denise said she had not received a copy or gotten an update from the Foundation. She said she would ask.

PUBLIC COMMENT There was no additional public comment.

BOARD/DIRECTOR ANNOUNCEMENTS & COMMENTS

- There is a Trustee Workshop on Monday, September 19 at 9am-1pm at Missoula Public Library. Victoria said she cannot attend on Mondays. Dianne and Leon said they may be able to attend. Caitlin said she could not commit due to family commitments. Denise said she doubted she could make it due to hiring and vacancies. Denise said the State was offering additional trainings because they changed the State Library Standards to require trustees to get continuing education. Caitlin said she had voiced her disapproval of that in addition to Denise letting them know it was a challenge, because Trustees are already volunteers giving of their time and it is an unreasonable burden.
- Denise said there is a pending donation to the Foundation thanks to Lisa DeMoss but the amount is unknown.

ADJOURNMENT Adjourned at 4:35 pm

Minutes by Denise E. Ard



NORTH VALLEY
PUBLIC LIBRARY

North Valley Public Library District
Board of Trustees
208 Main
Stevensville MT 59870

June 22, 2022

Bob Thomas, Chair
Community Center Committee
Stevensville Community Foundation
P.O. Box 413
Stevensville MT 59870

Greetings;

The North Valley Public Library District Board of Trustees is in the midst of a years-long process to find a solution to the challenge of how best to meet the library's facility requirements both in the short and long term. The process started with the adoption of a Strategic Plan which identified building issues as a top priority.

Since then, the board has made the decision that our current property is not adequate, either as a renovation project or a demolition/new build, and we have begun the process of trying to determine a new location for a new library. Over the last several months we have explored with you the possibility of a collaborative partnership with the Stevensville Community Foundation, with the idea of locating both the future library and future community center on the property owned by the Stevensville Community Foundation.

The NVPL board hired MMW Architects to prepare a Preliminary Architectural Report, the first step for a major capital improvement project that could potentially be eligible for various types of funding. Based on input from the Stevensville Community Center regarding the square footage requirements of the future community center, as well as the requirements of a new library, MMW has determined that the SC Foundation's property is not large enough to accommodate both the community center and the library at that site.

We have enjoyed working with you and the SCC committee to explore a potential collaboration. Let's be sure to keep the lines of communication open as we both move forward with our respective projects.

Best wishes,

Victoria Howell, Chair
Board of Trustees
North Valley Public Library District