North Valley Public Library Board of Trustees
Public Hearing and Meeting
at 208 Main Street, Stevensville, MT 59870 on Wed., Sept. 16, 2026, at 3pm

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AGENDA for PUBLIC HEARING FOR BUDGET FYE 2027

CALL TO ORDER/ROLL CALL

PUBLIC COMMENT

VOTE on FYE BUDGET & RESOLUTIONS

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.

- Letter of complaint to the board from David Cluff.

GUESTS

FINANCES

- Chair compares the monthly bank statement to reconciliation report.
- Statement of Revenue.
- Statement of Expenditure.
- Cash Report.
- Patrons with large bills for unreturned materials.

NEW BUSINESS

- Board discussion of letter of complaint and response.
- Policy: Adding a Damaged Materials Policy -or- updating the Library Card, Circulation, & Patron Privacy Policy with damaged materials section.
- Summer Reading Report.

ONGOING & UNFINISHED BUSINESS

- New building plans, discussion & decisions.

APPROVAL OF MINUTES

- Board minutes from August.

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

- 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

SEPTEMBER 16, 2026, MINUTES OF THE NORTH VALLEY PUBLIC LIBRARY BOARD OF TRUSTEES

PUBLIC HEARING FOR BUDGET

CALL TO ORDER/ROLL CALL

Dianne called the public hearing to order at 3:05
Board Present: Dianne Snedigar, Chair; Caitlin Dunn, Secretary; Margy Gilbertson.
Board Absent: Victoria Howell, Vice Chair; and Kate Kowal
Staff Present: Denise Ard, Library Director.

PUBLIC COMMENT on the budget

No public was present to give public comments on the budget.
The board temporarily postponed the budget vote to allow fifteen minutes for public to arrive and comment on the budget. While they waited, they proceeded to the regular meeting agenda.
No public joined to comment.

VOTE on FYE BUDGET & RESOLUTIONS

Dianne read the budget resolution No 2026-09-16.1.
Caitlin made a motion to approve the budget and resolution. Margy seconded the motion. The motion passed unanimously. Dianne and Caitlin signed the resolution. See Appendix I for resolutions and budgets by fund.

REGULAR MEETING

PUBLIC COMMENT

Dianne informed the board that a letter of complaint from David Cluff was received. Dianne informed the board that Denise delivered it to her unopened. Dianne handed a copy to each board member and to Denise. See Appendix II. Discussion of letter was put on the agenda and discussed below.

GUESTS

Carla Sanders, NVPL Foundation President said Kevin from Campaign Counsel is interviewing community members between Sept 16 and Sept 18. Donna has applied for eating healthy grants and a grant for materials and furniture for those with special needs, which can be used by anyone. Carla said May 22 is the spring fundraiser at the Flying Horse Ranch in Corvallis, who have generously offered the facility at no cost. It can fit 300, which is three times as much as the previous year. Carla also gave a report on golf tournament and book sale.

FINANCES

Chair compares monthly bank statement to reconciliation report
Dianne reviewed the reports to make sure they matched and signed.

Financial Reports
Caitlin made a motion to approve the finance reports and Margy seconded the motion. The motion was approved unanimously.

Patrons with large bills for unreturned materials
At the August meeting, 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 do not 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 was not at the meeting to report her findings, but Denise asked the State Library to run a report of patrons with bills over $100 for unreturned materials. All identifying information was removed from that report and it was emailed to the board. Since Kate was not at the meeting the board postponed the discussion until next month.

NEW BUSINESS

Board discussion of letter of complaint and response. Policy: Adding a Damaged Materials Policy -or- updating the Library Card, Circulation, & Patron Privacy Policy with damaged materials section.

Dianne read aloud the letter of complaint from David Cluff regarding the library's treatment of his wife. It stated she was wrongly accused of water damage to a book she returned. See letter in Appendix II.

The Cluff letter made accusations of the staff with which the staff disagreed. Denise said she was not present for this exchange, but a different patron was a witness to the exchange. Denise said the Chair could contact the bystander if she wanted to speak to someone not involved. Denise said in her 12 years at the North Valley Public Library she had never seen a staff member point at a patron and did not believe that was possible. Denise said in her opinion the staff member was pointing to the book drop, because the book drop is directly behind patrons when they are standing at the front desk, so she believes that part of the letter was an unfortunate misunderstanding. She also questioned a staff member, and she confirmed that she had pointed at the inside book drop.

Denise brought to the meeting a variety of damaged materials that had to be removed from the collection because of the extent of the damage. The items were returned damaged by different patrons. The board reviewed the current policy on damage, and a draft update policy outlining more details on damage procedure.

The board discussed the letter, reviewed the damaged materials, and looked at the current policy, and the draft update policy with more detailed procedures on dealing with damaged materials. The three board members present wanted to hear from the two absent trustees. The board suggested they postpone a vote until next month. The others agreed and the Chair asked if there was a motion. Margy made a motion to postpone the item until the next board meeting and Cailtin seconded the motion. The motion passed unanimously. Dianne said she will inform David Cluff that the letter was received and is being reviewed. Denise asked Dianne if she wanted the contact information from the bystander patron and Dianne said she wanted to hear from the other board members first.

Summer Reading Report
The board said the summer reading report looked great and asked Denise to distribute to the public. Denise said the library would include it in the October newsletter.

ONGOING & UNFINISHED BUSINESS

New building plans, discussions, & decisions.

There was no new information to share.

APPROVAL OF MINUTES

Board minutes from August 2026
Caitlin made a motion to approve the minutes and Margy seconded the motion. The motion passed unanimously.

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

- 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

Cailtin made a motion to adjourn, and Margy seconded the motion. The meeting adjourned at 5:06.

Minutes by Denise Ard and Cailin Dunn

North Valley Public Library District

Resolution No. 2026-09-16.1

BUDGET ADOPTION FYE 2027

Whereas, the North Valley Public Library Board of Trustees met in a public meeting on September 16, 2026 on the proposed 2026-2027 North Valley Public Library District Budget as required by MCA 7-6-4030;

Now Be It Therefore Resolved, in accordance with the MCA 22-7-708, the Board of the North Valley Library District, Ravalli County, Montana approves and adopts the final library district budget to be sent to Ravalli County.

Adopted this 16th day of September 2026

NORTH VALLEY PUBLIC LIBRARY

BOARD OF TRUSTEES

ATTESTED BY:

_____, Title: Chair

ATTESTED BY:

_____, Title: Secretary

North Valley Public Library
Budget for Fiscal Year ending June 30, 2027
Fund Name: General Fund
Fund #:____1000_____

CASH AVAILABLE, REVENUES, & OTHER FINANCING SOURCES

	Library recognizes revenue from County mo. received. June is recognized in July (included in 5 below.)	AMOUNT
1	Cash Balance in County fund as of June 30th	-
2	**Cash Balance outside the County as of June 30th. In General Fund (Cash Report as of 6/30) minus tills & petty cash**	292,741.00
3	**Outstanding warrants (checks) as of June 30th**	8,514.00
4	**Cash Available as of July 1st** *(4 = (1 + 2) - 3)*	284,227.00

	Revenues	AMOUNT
5	**Tax Revenue** (BARS: 311000)	482,187.00
6	*NON-TAX REVENUES & OTHER FINANCING SOURCES*	
	Special Assessments	
	License & Permits	
	Intergovernmental	
	Federal grants (specify below)	
	Erate reimbursement (BARS Act:332002)	
	State grants (specify below)	
	State aid (BARS: 334100)	5,326.18
	Tamarack Federation (BARS: 334101)	3,427.71
	State shared revenues (specify below)	
	State entitlement (BARS: 335230)	31,001.00
	Charges for Services	
	Photocopies (BARS: 346072)	1,400.00
	All other charges for services (BARS: 346079)	1,500.00
	Miscellaneous	
	Contribution & donations (BARS 365000) **LP Lions Club?**	400.00
	Private grants (BARS 365020) Town Pump - **will apply**	1,000.00
	NVPL Foundation contribution & donations (BARS: 365040)	1,700.00
	Interest income (BARS 371000)	2,700.00
	Other Financing Sources	
	(do not use to budget cash transfers between bank	
	Proceeds from long term debt	
	Proceeds from sale of capital assets	
7	**TOTAL TAX/NON-TAX REVENUES & OTHER FINANCING SOURCES:**	530,641.89
8	**Total Resources** (Total Resources *MUST* equal Total Requirements from page 2, 11) *(8 = 4 + 7)*	814,868.89

North Valley Public Library
Budget for Fiscal Year ending June 30, 2027

Fund Name: General Fund
Fund #:____1000_____

APPROPRIATIONS AND CASH RESERVE

9	Expenditures	*AMOUNT*	Expenditures	*AMOUNT*	
	Personal Services (100)		**Fixed Charges (500) Rent & Insurance**		
	110-111 Salaries/Wages -	278,510.00	512 Liability/Property	12,158.00	USLI
	130 FICA, SS, Medicare	21,306.00	595 Election costs	11,000.00	
	131 MPERA (Retirement)	25,265.00	Other (specify)		
	133 - Workers comp	700.00	**Debt Service (600)**		
	135 - Health Insurance	38,024.00	610 - Principal payments	0.00	Land/mortgage
	141 - Unemployment Insurance	420.00	620 - Interest payments	0.00	Land/mortgage
	Supplies (200)		2.75 acre lot if septic required & to allow for future growth		
	200 - Office & Lib Supplies & Equipment	5,000.00			
	210 - Lib Sup & Equip -**GRANT**	0.00			
	220 - Bldg Supplies & Equipment	2,500.00			
	261 - Software & Application Fees	6,000.00			
	262 - Computer Equipment	1,000.00			
	263 - Computer Equip & Software -**GRANT**	0.00			
	271 - Periodicals	3,500.00			
	272-279 Collections (Books DVD etc.)	31,000.00			
	280 - Collections -**GRANT**	2,093.10			
	281 - Collections -otherphysical **GRANT**	0.00			
	Purchased Services (300)				
	311 - Telecommunications	6,208.00	**Other (800)**		
	313 - OneCallNow Automated calling	350.00	Transfers to other funds		
	315 - Courier Service	2,500.00	820 -Transfer to Depreciation	75,320.00	
	316 - Postage & Shipping	800.00			
	317 - ILL Postage & Shipping	1,000.00			
	320 - ILL Replacement Copies	50.00			
	333 Programs & events	3,500.00			
	334 Programs & events - **GRANT**	1,700.00			
	336 - PR, Advertising, Legal & Job notices	400.00			
	337 - PR, Advertising -Grant	0.00			
	341 -Electricity and/or natural gas	8,000.00			
	342 - Water/Sewer	2,000.00			
	344 - Garbage	700.00			
	350 - Accounting & auditing	5,000.00			
	352 - IT Independent Contractor	10,000.00			
	355 - Contract Services other	6,200.00			
	356 - Legal	2,200.00			
	357 - Black Mountain	4,386.00			
	363 - Equipment (Photocopier)	1,000.00			
	364 - Janitorial/Cleaning Service	16,312.00			
	365 - Bld Improv, Repair & Maintenance (Plumber, Electrician etc.)	10,000.00			
	366 - Bldg improve -GRANT	0.00			
	370 - Travel mileage hotel	652.00			
	380 - Professional development - Tuition/registration costs	2,000.00			
	381 - Membership fees	360.00			
	391 - Montana Library2Go	4,677.00			
	392 - Montana Shared Catalog	5,760.00			
	393 - OCLC	1,575.00			

TOTAL APPROPRIATIONS (EXPENDITURES):
(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.) — 611,126.10

Cash Reserve
Criteria - If fund is budgeted to receive tax revenue in the fiscal year, the budgeted cash reserve amount cannot exceed 1/3 of appropriations. The cash reserve amount cannot be a negative amount.
10 *(= a reserve to meet expenditures made from the fund during the months of July to November of the next fiscal year)* — 203,708.70

Total Requirements (Total Requirements *MUST* equal Total Resources from page 1, 8)
11 *(11 = 9 + 10)* — 814,834.80

North Valley Public Library
Budget for Fiscal Year ending June 30, 2026
Fund Name: LIBRARY DEPRECIATION RESERVE
Fund #:__4000_____

	CASH AVAILABLE, REVENUES, & OTHER FINANCING SOURCES	
		AMOUNT
1		
2	**Cash Balance in Library Depreciaiton fund as of June 30th**	$ 213,480.27
3	**Outstanding warrants (checks) as of June 30th**	$ -
4	**Cash Available as of July 1st** *(4 = (1 + 2) - 3)*	$ 213,480.27

	Revenues	**AMOUNT**
6	*TRANSER FROM GENERAL FUND*	$ 75,320.00
	Transfers in from other funds *(do not use to budget cash transfers between bank accounts)*	
	Investment earnings (371000)	$ 5,000.00
7	**TOTAL REVENUES & OTHER FINANCING SOURCES:**	80,320.00
8	**Total Resources** (Total Resources *MUST* equal Total Requirements from page 2, 11) *(8 = 4 + 7)*	293,800.27

North Valley Public Library
Budget for Fiscal Year ending June 30, 2026
Fund Name: LIBRARY DEPRECIATION RESERVE
Fund #:__4000_____

APPROPRIATIONS AND CASH RESERVE

9	Expenditures	AMOUNT	Expenditures	AMOUNT
	Personal Services (100)		**Fixed Charges (500)**	
			Insurance on trucks, buildings, etc.	
			Bank/Investment charges	
			Cooperative contracts/agreements	
	Supplies (200)			
	200 - Office & Lib Supplies & Equipment			
	220 - Repair & maint. Supplies & Equipment			
	262 - Computer Equipment		**Debt Service (600)**	
			Other (800)	
	Purchased Services (300)			
			Capital Outlay (900)	
			(expenditures budgeted to capital outlay MUST meet the local government's capitalization policy.)	
			Land (BARS #910)	$ 288,800.00
			Building (BARS #920)	
			Improvement other than building	
			Machinery & equipment (list below)	
			941 - Office Machinery & Equipment	
			942 - Computer Equipment	
	365 - Building Improvements - Repair & Main.			
				$ 288,800.00
10	**Cash Reserve**			$ 5,000.00
11	**Total Requirements** (Total Requirements *MUST* equal Total Resources from page 1, 8) *(11 = 9 + 10)*			$ 293,800.00

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

David Cluff
1504 Middle Burnt Fork Road
Stevensville, MT 59870
(406) 830-8103

North Valley Public Library
208 Main St.
Stevensville, MT 59870

September 3, 2026

Dear Sir or Madam,

Today I am writing this letter to you, the North Valley Library Board, in complete disgust over the way that my wife of 50 years has been treated by the employees of your library. All my life I have found libraries to be an anchor of our democracy, a place where the fortunate, unfortunate, the young and the old find solace and an opportunity to participate in the rich history and community of the United States of America. I have always thought of a library as the last best place which defines community: a haven where all of us can quietly find solace, removed from the rancor outside of its doors: where a book and a comfortable chair call to seniors and children alike to put their feet up and commune with the world of authors and the dreams they imagined for mankind.

My wife and I have been coming to your library for 50 years. Our children and grandchildren have grown up reading your books. We have donated over 100 books to your book sales. We are retired now and are finally able to carve out three or four hours per day just reading, doing what we love to do.

My reason for writing is to inform you that my wife returned a book to the library that your library assistant told her weeks later had water damage. She had returned the book to the outside book return receptacle in the same condition she checked it out, without any water damage. The library assistant didn't believe her, in essence calling her a liar. That was 3 months ago. She went to the library this past Monday to take out some books and videos and was accosted by a library assistant who told her she had another book returned with water damage. Alison, my wife, is an avid reader reading eight books a month or so, and loves nothing more than reading. She reveres books and reading. If she damaged a book she would take responsibility and pay for damages. Instead the library assistant told her that she had personally seen her put the first water damaged book in the inside book receptacle. At this point my wife was furious. She was publicly being accused and humiliated for something that she did not do. Alison was outraged. She told them she would

not pay for damages she didn't cause. She told them she was a former librarian and loved libraries, but would not pay for something she didn't do. To appease the women accusing her she wrote a $50 check to the library fund that she said could not be used to pay her unjust fines. She left enraged and broke down in tears when she got to her car.

This library assistant had pointed her finger at my wife and said, "I saw you put that (water damaged) book in the inside receptacle." As the official body of the library we would like you to have your library assistant explain to you how she witnessed my wife put the same water damaged book in both the inside and the outside receptacles. Same book. Same water damage. Two different times the water-damaged book, which by the way SHE NEVER DAMAGED, were put in two different receptacles. After this public humiliation she returned to her car crying for CRIMES she didn't commit.

I would like the Board to address this atrocity of malicious public embarrassment and have your library assistant explain how it is ever allowed to accuse and publicly embarrass an innocent 74 year old woman in your library. I will be awaiting your prompt response.

Sincerely,

David Cluff

David Cluff