

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

208 Main Street, Stevensville, MT 59870

Wednesday, June 21, 2023 at 3pm

**Meetings are open to the public.**

Community Room & Zoom

**Agenda**

- **CALL TO ORDER/ROLL CALL**
- **PUBLIC COMMENT<sup>1</sup>**
- **GUESTS** Brian Potton from Farmers Insurance to answer question about insurance proposal from Risk Placement
- **FINANCES**
  - ❖ Budget plans & discussion
    - Building and Liability Insurance
    - Budgeting Travel for Board CE to Great Falls
  - ❖ Statement of Revenue – Budget vs. Actual
  - ❖ Statement of Expenditure – Budget vs. Actual
  - ❖ Cash Report
- **APPROVAL OF MINUTES**
  - ❖ 04/14/2023 Special Architect meeting
  - ❖ 05/17/2023 Regular meeting
- **ONGOING & UNFINISHED BUSINESS**
  - ❖ Continuing Education to meet State Library Standards
  - ❖ Building plans, discussion & decisions
    - Strategies meeting with Foundation Board and Library Board
- **PUBLIC COMMENT**
- **BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS**
  - ❖ Budget for public review 8/16, Budget hearing 9/6
  - ❖ **Next Tamarack meetings:** Fall Online Meeting Oct 19, 2022 at 6pm  
Spring Retreat & Meeting 2024 will be the last week of April in Polson.
- **ADJOURNMENT**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/82513120030?pwd=VGtsbkpsU1FHnkNaOVRWV1VvRStRdz09>

Meeting ID: 825 1312 0030

Passcode: 123

Dial by your location

- +1 253 215 8782 US (Tacoma)

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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).

# MINUTES

## North Valley Public Library Board of Trustees Meeting

Wednesday, June 21, 2023 at 3pm

### CALL TO ORDER/ROLL CALL

Meeting to order at 3:12 pm

#### BOARD MEMBERS PRESENT

Victoria Howell, Chair  
Dianne Snedigar, Vice Chair  
Caitlin Dunn, Secretary  
Kim Tiplady joined at 4:35  
Margy Gilbertson

**GUESTS PRESENT:** Brian Potton, Farmers State Insurance

**STAFF PRESENT** Denise Ard, Director

**PUBLIC COMMENT** None

**GUESTS** Sara Senn, NVPL Foundation and Brian Potton, Farmers Insurance

### FINANCES

#### Budget plans & discussion

- **Building and Liability Insurance**

Brian Potton explained the insurance proposal from United States Liability Insurance Company (USLI) Risk Placement Services (RPS). \$360 for EPLI coverage. Brian looked at the proposal from HUB and answered the questions from the Board on how the policies differed in coverage. Brian left answering all questions from the Board. Dianne moved to accept the USLI RPL proposal through Brian as the insurance agent, including the EPLI coverage. Margy seconded the motion and the motion passed unanimously.

- **Budgeting Travel to Great Falls**

Dianne made a motion to allow two staff members to attend the fall Sate Library workshop. Caitlin seconded the motion. The motion passed unanimously.

- **Financial Reports**

Caitlin moved to approve the May financial reports and Dianne seconded the motion. The motion passed unanimously.

### APPROVAL OF MINUTES

Dianne moved to approve both the minutes from the 04/14/2023 special architect meeting and the 05/17/2023 regular meeting. Caitlin seconded the motion. The motion passed unanimously.

### ONGOING & UNFINISHED BUSINESS

❖ **Continuing Education to meet State Library Standards.** It was decided the continuing education will be a standing item. Advocacy will be discussed in July.

❖ **Building plans, discussion & decisions.**

❖ **Strategies meeting with Foundation Board and Library Board**

Kim Tiplady joined the meeting at this time. Foundation members Amy Horlacher and Carla Sanders joined by Zoom.

### PUBLIC COMMENT

### BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

The board agreed that the library should pay more bills electronically to save on postage. Denise asked who will sign the insurance policy and the board said Denise should sign.

**ADJOURNMENT** The meeting adjourned at 5:30

Minutes by Caitlin Dunn and Denise Ard