

PUBLIC NOTICE
North Valley Public Library Board of Trustees Meeting

208 Main Street, Stevensville, MT 59870

Wednesday, November 15, at 3pm

Meetings are open to the public.

Community Room

Agenda

- **CALL TO ORDER/ROLL CALL**
- **PUBLIC COMMENT¹**
- **GUESTS**
- **APPROVAL OF MINUTES**
- **FINANCES**
 - ❖ Statement of Revenue – Budget vs. Actual
 - ❖ Statement of Expenditure – Budget vs. Actual
 - ❖ Cash Report
 - ❖ Certificate of Deposit Renewal Notice
- **ONGOING & UNFINISHED BUSINESS**
 - ❖ Building plans, discussion & decisions
 - Adaapta is offering to create a survey for patron feedback on land site – Action item.
 - ❖ Continuing Education reports from staff – informational item
- **NEW BUSINESS**
- **PUBLIC COMMENT**
- **BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS**
 - ❖ **Next Tamarack meetings:** Spring Retreat & Meeting 2024 will be the last week of April in Polson.
- **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 Board of Trustees Meeting

November 15, 2023

CALL TO ORDER/ROLL CALL Dianne called the meeting to order at 2:58

BOARD MEMBERS PRESENT

Dianne Snedigar, Chair

Victoria Howell, Vice Chair

Margy Gilbertson

Kim Tiplady

BOARD MEMBERS ABSENT Caitlin Dunn, Secretary

GUESTS PRESENT None

STAFF PRESENT Denise Ard, Director

PUBLIC COMMENT No public was in attendance so there was no public comment.

GUESTS No guests were in attendance so there was no guest comment or presentation.

APPROVAL OF MINUTES Kim made a motion to accept the minutes and Victoria seconded the motion. The motion passed unanimously.

FINANCES

Reports Kim made a motion to accept the finances and Margy seconded. The motion passed unanimously.

Certificate of Deposit Renewal Notice Dianne said Farmers Bank is still offering a 7-month Certificate of Deposit at 4.75% and it could be renewed on 11/24/2023.

Victoria made a motion to renew the certificate of deposit with Farmers Bank for 7-month at 4.75%. Kim seconded the motion. The motion passed unanimously.

ONGOING & UNFINISHED BUSINESS

Building plans, discussion & decisions

Denise said she forwarded an email to the Board about the handicapped parking near the library. The Montana Department of Transportation and the Town dispute whose responsibility it is to get the handicapped spot within ADA compliance. Therefore, nothing has been done or resolved yet.

Dianne met a patron in the flooring business at the Open House and would like an evaluation of the library floors in the Rasmussen to find possible affordable fixes to make the library more accessible. She asked Denise for her availability.

Dianne will try and set up the appointment for Tuesday, November 21 at 10am.

Adaapta is offering to create a survey for patron feedback on land site – Action item. Dianne contacted Adaapta about the survey. The board would like to see the survey before making any decisions on what to do next.

The board asked if any other information was provided by Adaapta and Dianne has not received any. Denise said they were preparing a report on the problems with the current building, and Denise provided them with engineering and hazardous substance reports on the building, as well as renovations.

The board thought the Open House went well and think they should offer another one in the Spring. Denise said she attended the Foundation meeting, and the Foundation was also impressed by the Open House. The library will order nametags for all the board members except Kim who has one before the next Open House. Nametags will be kept at the

library, so the board has them readily available for public engagement. Kim will bring her nametag to the library. At the next Open House, the board wants a sign-up sheet that asks if attendees are in the Library District or within Town. Adaapta had a sign-in sheet, but no one knows if it included that information.

Continuing Education reports from staff – informational item Denise explained that the continuing education she has assigned staff help them to do their jobs better including Partner procedures for new employees and answering reference and referral questions for all employees. The board read the staff's reviews of training before the meeting.

The board discussed continuing education of the Board. It was decided that part of January's meeting would be board continuing education and that the board would meet the State standard requirements for CE in the meetings instead of trying to do it individually at home and then discuss it later in a meeting.

NEW BUSINESS There was no new business.

PUBLIC COMMENT No public joined the meeting so there was no public comment.

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

ADJOURNMENT Kim made a motion to adjourn at 4:23 and Victoria seconded the motion. The motion passed unanimously.

Minutes by Denise Ard