

PUBLIC NOTICE
North Valley Public Library Board of Trustees Meeting

208 Main Street, Stevensville, MT 59870

Wednesday, November 16, 2022 at 3pm

Meetings are open to the public.

Community Room

Agenda

- Call to Order/Roll Call
- Public Comment¹
- Guests
- Approval of Minutes
 - ❖ 10/19/2022 Regular Meeting
- Finances
 - ❖ Statement of Revenue – Budget vs. Actual
 - ❖ Statement of Expenditure – Budget vs. Actual
 - ❖ Cash Report
- New Business
 - ❖ Board Bylaws review and update – Terms start in May so the board was going to consider having officer elections in May.
 - ❖ Winter hours? 9:30-6:30 rather than 10-7?
 - ❖ Setting up a meeting with the Foundation.
- Ongoing & Unfinished Business
 - ❖ Building plans, discussion & decisions, including updates and decisions regarding the Preliminary Architectural Report
- Public Comment
- Board/Director Announcements & Comments
 - ❖ Tracy Cook, State Library will give a board training January 18 on library advocacy.
- 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, November 16, 2022 at 3pm

CALL TO ORDER/ROLL CALL

Victoria Howell called the meeting to order at 3:04 pm.

BOARD MEMBERS PRESENT

Victoria Howell, Chair
 Leon Theroux
 Dianne Snedigar

BOARD MEMBERS ABSENT

Caitlin Dunn, Vice Chair
 Kim Tiplady, Secretary

STAFF PRESENT Denise Ard, Director

PUBLIC COMMENT There was no public comment.

GUESTS No guests were present.

APPROVAL OF MINUTES Leon Theroux made a motion to approve the board minutes from the 10/19/2022 and Dianne seconded the motion. The motion passed unanimously.

FINANCES Dianne made a motion to approve the financial reports and Leon seconded the motion. The motion passed unanimously.

NEW BUSINESS

Board Bylaws review and update

Leon made a motion to change annual elections of officer from July to May and Dianne seconded the motion. Leon said budget takes priority so May is better. The motion passed unanimously.

Winter hours

Denise presented the board with a patron count that staff took 10/25/11/9/22 between the hours of 6:30pm-7:00pm.

Denise suggested that they consider having winter hours, opening at 9:30am instead of 10am and closing at 6:30 rather than 7pm. That would allow the library to be open the same amount of hours to the public and also allow staff to go home a little early when it is dark and snowy/icy. The library has few patrons the last half hour during winter and people are less productive at the end of the day.

Dianne said she doesn't mind the library closing at 6:30. Leon said he did not see the difference in a half hour. Dianne pointed out there was a time when the bank was open until 6pm and hardly anyone came in and no one was productive. She said there was only a handful of people.

Victoria said she thought the library should try it.

Dianne made a motion to have new hours in winter November-March 31 9:30am-6:30pm Monday-Friday and Saturdays remain the same hours of

Doorcount Tracking 6:30pm - 7pm

		Doorcount 6:30pm	Doorcount 7:00pm	# Patrons between 6:30-7pm
Tuesday	10/25/2022	103	104 <small>non-patron</small>	0
Wednesday	10/26/2022	94	96	2
Thursday	10/27/2022	75	77	2
Friday	10/28/2022	103	103	0
Saturday	10/29/2022			
Monday	10/31/2022	75	75	0
Tuesday	11/1/2022	80	83	3
Wednesday	11/2/2022	92	96	2 (kids not counted)
Thursday	11/3/2022	99	100	1
Friday	11/4/2022			
Saturday	11/5/2022			
Monday	11/7/2022	79	79	0 none after 6:00
Tuesday	11/8/2022			
Wednesday	11/9/2022	40	40	0 2 people were here but not counted

10:00am-5:00pm. To be implemented as soon as Denise could make the arrangements and notification. Victoria seconded the motion. Victoria and Dianne voted aye and Leon voted nay, against.

Setting up meeting with the Foundation

Victoria said she thought it was important that the Board and the Foundation meet and get to know each other. Leon agreed. The board wants to have an in-person get together. The board directed Denise to invite the Foundation to the presentation by MMW architects and the consultants on their data finding and conclusions taking place on January 25 at 2pm-5pm and to ask the Foundation if they could stay afterwards to socialize with the Library Board to get to know each other better and talk further about what they heard. They suggested that Foundation members unable to attend the entire meeting could attend the latter part of the meeting and socialize afterwards.

ONGOING & UNFINISHED BUSINESS

Building plans, discussion & decisions, including updates and decisions regarding the Preliminary Architectural Report

There was not further mention of the PAR except that the data findings meeting was set for January 25 at 2pm.

PUBLIC COMMENT

There was no public present to make public comment.

BOARD/DIRECTOR ANNOUNCEMENTS & COMMENTS

ADJOURNMENT Adjourned at 4:25 pm

Minutes by Denise E. Ard