

**North Valley Public Library Board of Trustees Meeting
at 208 Main Street, Stevensville, MT 59870
on Wed., February 25,2026 at 3pm**

AGENDA

CALL TO ORDER/ROLL CALL

PUBLIC COMMENT

GUESTS

- North Valley Public Library Foundation news, feedback, and comments
- Legality of Foundation & storage space. – Answer from attorney and librarian Kris Goss

NEW BUSINESS

- Discussion of meetings with Kevin Wallace of Campaign Counsel to discuss capital campaign.

ONGOING & UNFINISHED BUSINESS

- New building plans, discussion & decisions.
- Current building upkeep: Rasmussen lighting – Review proposals.
- Policy Review: Respect for Users, Staff, and Library Property.

APPROVAL OF MINUTES

- Board minutes from 1/21/2026

FINANCES

- Certificate of Deposit Renewal – matures 2/28/26
- Statement of Revenue
- Statement of Expenditure
- Cash Report
- Chair compares the monthly bank statement to reconciliation report.

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

- Tamarack 2026 will take place April 24 & 25, 2026 – Kate Kowal will attend.

ADJOURNMENT

MINUTES FEB 25, 2026

CALL TO ORDER/ROLL CALL

The meeting was called to order at 3:03pm

Board Present: Caitlin Dunn, Margy Gilbertson, Dianne Snedigar, Victoria Howell, Kate Kowal

Board Absent: None

Staff Present: Denise Ard, Library Director

PUBLIC COMMENT

No public was present so there was no public comment.

GUESTS

Foundation news

Carla Sanders, President of the NVPL Foundation, said the Spring fundraiser, *Black, White, & Read All Over* is well under way. They have raised \$4,500 in sponsorship. The event will take place at the new event/barn space at 397 Pine Hollow Road. They will have live music and a fire pit outside. Abigail, from the Friends of the Library, is doing the food spread.

Carla is going to be on a video podcast called *Round the Root* on March 10 to talk about the upcoming fundraiser/s. Then on March 17, Carla and Celeste are going to be spotlighted on KPAX!

The golf tournament is booked for August 22.

Carla said there are two more people that may be interested in joining their board and will attend the next Foundation meeting.

The Foundation Saturday paperback sale made \$200. They plan to do it again next year.

Legality of Foundation & storage space

Denise asked Attorney Kris Goss (Montana Library Association helpline) about the legality of the Foundation having storage space.

Kris Goss responded that although he is not the library's counsel, he can offer perspectives.

Generally, a written agreement detailing the nature of the foundation's use of space is advised. That can help clarify the use and avoid confusion or conflict. The parties may agree to have a rental rate included in the agreement, but it isn't required. If there is a rental rate it can be an amount both parties deem fair or a nominal amount such as \$1 a month or year. The primary issue is to have the nature of the arrangement written down and signed."

NEW BUSINESS

Dianne has yet to meet with Campaign Counsel's Kevn Wallace.

ONGOING & UNFINISHED BUSINESS

New building plans, discussion & decisions

Carla and Dianne have another meeting with developer Rob Horlacher, on March 16 to speak on updated architect drawings and building documents.

Current building upkeep: Rasmussen lighting proposals

Kate made a motion to accept the \$3,678 bid from Five Summits and Victoria seconded the motion. The motion passed unanimously.

Policy Review

Victoria made a motion to accept and update the *Respect for Users, Staff, and Library Property* policy with changes. Margy seconded the motion. The board chose not to expand any drinking and eating in the library. The board added a request to smoke 30 feet away from the doors. Small changes such as wording and clarification were made to five other lines. The motion passed unanimously.

APPROVAL OF MINUTES

Caitlin made a motion to approve the 1/21/2026 minutes with two corrections and Kate seconded the motion. The motion passed unanimously.

FINANCES

Certificate of Deposit

The certificate of deposit maturity date is 2//28/2026. Dianne said the new rate would be 3.6 at 5 months. Dianne said she will abstain from the vote since she works at the bank. Victoria made a motion to renew the certificate and Caitlin seconded the motion. The motion passed with 4 votes in favor, and 1 abstention.

Financial Reports

Margy made a motion to approve the financial reports. Caitlin seconded the motion. Denise pointed out a \$500 donation on the revenue report which was from the Lions Club for large print books. The motion to approve the financial reports passed unanimously.

Chair compares monthly bank statement to reconciliation report.

Dianne reviewed and signed off on the reconciliation report.

BOARD/DIRECTORS ANNOUNCEMENTS & COMMENTS

Tamarack 2026 is April 24 & 25, 2026 – Kate Kowal will attend with Denise. They will coordinate carpooling closer to the date.

ADJOURNMENT

Caitlin made a motion to adjourn 3:58. Kate seconded. The motion passed unanimously.

Minutes by Caitlin Dunn and Denise Ard