**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**January 12, 2016**

**5:30 p.m., Library**

Attendance: Gordon, Elton, Steve, Maggie, Jessica

Meeting called to order at 5:38 pm.

Approval of November 10, 2015 Meeting Minutes:

Steve moved to approve the minutes, Maggie seconded. Minutes approved.

Paying of Bills and Financial Report:

* Claims reviewed:
	+ December bills
	+ Industrial Towel-$8.77 for lobby mat swap out
	+ North Western Energy-$1.069.82 for two months billing
	+ City of WSS-$76.07 for monthly water bill
	+ Disposal Services of MT-$26.10 for garbage removal
	+ Mastercard-$980.63 for conference lunches, cleaning and activity supplies, discounted Windows 10, printer toner, and books/movies
	+ CDW Government-$279.20 Microsoft licenses
	+ Coppermine Fire Suppression Systems-$39.00 for extinguisher inspection
	+ January bills
	+ Industrial Towel-$26.31 for lobby mat swap out
	+ North Western Energy-$1,842.26 for three months billing
	+ City of WSS-$73.80 for monthly water bill
	+ Triangle-$208.97 for two months billing
	+ Mathis-$54.70 for paper supplies (tp, paper towels, etc.)
	+ Disposal Services of MT-$52.59 for two months garbage removal
	+ Mastercard-$256.36 for Disney, Amazon, and Half/Ebay movies/books

Steve made a motion to pay the bills, Maggie seconded. Bills paid.

Librarian’s Report:

* Major children’s area rearrange completed, including: addition of kitchen play set, addition of Discovery Bottles, addition of white erase/magnetic board, and an alphabet rug purchased by the Friends of the Library
* Completed deep clean of bathroom walls and ceilings
* Completed top shelf dusting around all public areas of the library
* Started new Puzzlement program
* Starting the process of reorganizing the Montana Room
* Upcoming conference February 4-5, Glenda will cover.

Unfinished Business and Updates:

* Computer service information update- Computer service information update-Windows 10 is in and functioning, not entirely complete, but enough to allow for regular use while final touch-ups are completed.
* The extra shelving left over from rearranging the children’s area will be stored for future use, Elton has space in a shed and will move them this week.
	+ Gordon will bring some insulation to more permanently close off the old book-drop.
	+ Policies were continued forward to next meeting.

New Business:

* + CDW Government Licenses- necessary for running public computer network
	+ Elton brought to the floor an idea to create photo prints of the area to be used as a funding possibility, will be discussed further at the next meeting.

Date of Next Meeting:

Next meeting scheduled for February 9, 2015

Elton made a motion to adjourn, Steve seconded. Meeting adjourned.