**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**March 8, 2016**

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

Attendance: Gordon, Maggie, Elton, Steve, Gretchen, Jessica

Meeting called to order at 5:35 pm.

Approval of February 9, 2016 Meeting Minutes:

Elton moved to approve the minutes, Gretchen seconded. Minutes approved.

Paying of Bills and Financial Report:

* Claims reviewed:
  + North Western Energy-$605.39 for one month (still a little high, but definitely improving)
  + City of WSS-$58.38 for monthly water bill
  + Disposal Services of MT-$26.10 for garbage removal
  + Mastercard-$894.15 for conference registration/hotel/meals, membership dues, postage, and books/movies
  + Triangle-$94.63 for monthly bill
  + Cengage-$25.00 for large print books
  + Mathis-$9.59 for paper products
  + Industrial Towel-$35.08

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

Librarian’s Report:

• Applied for the ELSA-application available for review

• Summer Reading items ordered and continuing preparations for the program

• Created a sample newsletter and got price estimates from Meagher News

• Completed an application for a partial grant for books (library would only have to pay shipping for the books). Just heard back and we have been awarded the grant.

• Completed application for donation of used Triangle lap tops

• Laminated Bathroom chart to minimize waste

• Got information about FREE library promoting through the local tv station, will be working with the school later in March on the creation of small trailers (about 30 seconds). May create a competition for the students that get involved, prizes will need to be discussed once we know more.

Unfinished Business and Updates:

* + Policies were discussed and will be voted on next meeting to give time for review
  + Board By-Laws-Gordon will be looking into the county policies
  + Budget changes-Gordon spoke with the commissioners and the library is to continue as per usual and, if a financial short-fall comes about, they will deal with it at that time

New Business:

* + Director Evaluation- Gordon will finish compiling the evaluations and complete a summary
  + Jessica will be out of town for her child’s doctor appointments on 3/24 & 3/25, Glenda will cover the partial hours of Jessica’s absence

Date of Next Meeting:

Next meeting scheduled for April 12, 2016

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