**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**December 11, 2018**

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

Attendance: Gordon, Elton, Steve, Betsy, Glenda, Jessica

Meeting called to order at 5:37 pm.

Approval of November 13, 2018 Meeting Minutes:

Elton moved to approve the minutes as presented, Betsy seconded. Minutes approved.

Paying of Bills and Financial Report:

* Claims reviewed:
  + NorthWestern Energy-$518.09 for old building monthly electric
  + NorthWestern Energy-$142.99 for new building monthly electric
  + Triangle-$211.76 for monthly phone/internet

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

Director’s Report:

• Grant

• Patron Review complete

• Statistics complete

• Summer Reading 2019 order put on hold

• Studying information from other libraries regarding moving the library materials

• New snow/winter display

• Community Stroll earned positive feedback

• Free raffle winners collected their book bags of goodies

• Kid Krafters put up Christmas decorations

• Fisher Electric fixed broken bathroom light

• Reworking children’s labeling system to simplify for patrons

• New computer tech collaboration

• Apology submitted through newspaper for frazzled state of library and employees of late

Unfinished Business and Updates:

* Cleaning and maintenance concerns voiced by Betsy, especially the safety/liability issues created by ice and snow build-up, Friends of the Library looking into ways to assist

New Business:

* Policy handbook due for review, Jessica will email copy to Betsy and Glenda.
* Fuel reimbursement for travel to provide colony storytime (11mi x 0.535)2-Besty moved to pay the monthly fuel reimbursement expense. Glenda seconded, motion passed.
* Steve moved to have the propane tank for the new library filled by Berg Garage now. Betsy seconded, motion passed.
* Director to be out of town over New Year holiday. Glenda moved to have the library close December 31st in addition to January 1st. Betsy seconded, motion passed.

Date of Next Meeting:

Next meeting scheduled for Tuesday, January 8th, 2019

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