**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**December 10, 2019**

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

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

Approval of November Meeting Minutes:

* Gretchen moved to approve minutes as corrected. Betsy seconded, motion passed.

Paying of Bills and Financial Report:

* Claims reviewed:
  + City of WSS-$94.14 + $95.42 for monthly water/sewer for old + new buildings
  + North Western Energy-$76.69 + $203.59 for old + new buildings electric bills
  + Mastercard-$722.02 for books, movies, supplies, and ink
  + Triangle-$246.53 for two months phone/internet
  + Republic Services-$53.76 for garbage removal
  + Mathis-$246.70 for multiple months program/cleaning supplies
  + Rooney’s-$21.79 for snow shovel
  + Meagher County News-$61.60 for advertising
  + Shannon Washburn-$117.37 for mileage to colony storytime and craft supplies

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

Director’s Report:

* + WEX volunteer completed allotted time at library
  + New Cards for November-6
  + Weekly continuing programs:
    1. Dungeons & Dragons
    2. Lego Club
    3. Fun Friday
    4. StoryTime
    5. Preschool Storytime
    6. Langauge Basics
  + Monthly continuing & NEW programs:
    1. Mystery Lovers’ Book Club
    2. Colony StoryTime
    3. Food Bank books and information
  + Upcoming events: Coloring Contest Craziness (two contests in one) & Gingerbread Events 12/13
  + Christmas Stroll-over 100 attendees
  + Still hoping for possible partnership with nursing home
  + Still coordinating with Learning Partners and Job Services agencies
  + Annual Statistics for 18-19 fiscal year completed
  + Map completed
  + Hiring process for second part-time position complete-training has begun for Rachel Wahlstrom
  + Monthly book displays under large windows-Holiday themed books put on display
  + Friends of Music calendar-added library board meetings to the 2020 calendar
  + Inventory process starting back up

Friends’ Report:

* Friends helping extra with book processing this coming week
* Friends will purchase speaker system and microphone
* Nature series ideas for this winter all at 6:30pm:
  + Jan 23rd-Fisheries/Smith River
  + Feb27th/Mar 26th-Furs, Pelts, & Tracks/Forests & Tree Types
  + Apr 23rd-Wild Flowers

Unfinished Business and Updates:

* High window cleaner will be needed-Glass+ (Jeff) was recommended-he will stop in when next in the area to see the building and provide estimates
* New Tech changes coming soon-Chromebooks are getting final updates and working on simplified user help sheets

New Business:

* Spider bomb-investigate and do it if still needed
* When/where to get new hire nametags-right away/Bozeman Trophy
* Paper recycling-definitely start back up, purchase two containers
* Old building, possible issues could arise since empty, strategizing solutions

Date of Next Meeting:

Next meeting scheduled for Tuesday, January 14th, 2019

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