**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**July 8, 2019**

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

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

Approval of Previous Meeting Minutes:

 June 11, 2019-Betsy moved to approve as presented. Glenda seconded, motion passed.

Paying of Bills and Financial Report:

* Claims reviewed:
	+ City of WSS-$96.42 + $85.37 for monthly water/sewer bill for old + new buildings
	+ North Western Energy-$330.32 for old building electric bill
	+ Industrial Towel-$18.44 for monthly lobby mat swap
	+ Triangle-$209.07 for monthly phone/internet
	+ Republic Services-$26.88 for monthly garbage removal
	+ Mastercard-$1,050.97 for books/movies, display stands/bookends, and toner
	+ Montana State Library-$1,875.86 for MT Shared Catalog services
	+ Jessica Ketola-$67.28 for mileage to retrieve StarLab from Harlowton

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

Director’s Report:

* 1 WEX volunteer continuing and 1 new WEX worker
* Summer Reading Program begun
* Scholastic Summer Reading mini grant items received
* Director received MT State Library Administration certificate
* Move has commenced
* Director injured and on light duty

Friends’ Report:

* Rosalie will be taking over as secretary
* Shed can be kept, Rosalie did a bunch of leg/phone work, and will be placed near fire hydrant as approved by the city
* Gretchen moved to have surplus old library items given to and sold/disposed of by the Friends as they see fit. Glenda seconded, motion passed.
* Book sale schedule for Red Ants Pants weekend as follows: Thurs-surplus items, Fri & Sat books/raffle/surplus
* Book leftovers will be purchased and picked up Tuesday, July 30th by bulk book buyer

Unfinished Business and Updates:

* Inspection day for building sale-July 29th
* Building sale bid day-August 2nd
* Move plan-staff are working closely with Friends and volunteers to get everything moved
* First week in new building-we predict higher than usual traffic and are having volunteers
* Steve moved to approve policy updates/changes as continued from email chain. Elton seconded, motion passed. Betsy will create a handout.

New Business:

* + Cleaning checklist reviewed and approved for new building
	+ Lobby/entry mat changes discussed

Date of Next Meeting:

Next meeting scheduled for Tuesday, August 13, 2019

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