**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**June 11, 2019**

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

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

Meeting called to order at 5:40 pm.

May 14, 2019 Meeting Minutes Approval:

Gretchen moved to approve the minutes with the addition of the definition of S.W.O.C. (Strengths, Weaknesses, Opportunities, & Challenges). Betsy seconded, motion passed.

Paying of Bills and Financial Report:

* Claims reviewed:
  + City of WSS-$94.88 + $95.81 for monthly water/sewer bill and new building bill
  + North Western Energy-$399.40 + $322.86 for old & new building electric bills
  + Mastercard-$197.35 + $1,327.34 for two months credit card bills
  + Triangle-$220.03 for monthly phone/internet bill
  + Industrial Towel-$18.44 for monthly lobby mat swap
  + Republic Services-$5.00 for trash removal
  + Fisher Electric-$70.82 for library light ballast replacement
  + Rooney’s-$56.37 for IT installation supplies for new building
  + National Penn-$197.34 for promotional pens for new library

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

Director’s Report:

* 1 WEX volunteer continuing
* Summer Reading plan in place
* Moving preparations continue
* New library shelving map visuals
* Floor plan map for new library complete
* Moving floor plan map completed
* Emergency exit floor plans complete
* Scholastic Summer Reading grant submitted
* Healing Library grant submitted
* Storage and office spaces mapping in progress
* Summer hours have begun, people love it as usual

Unfinished Business and Updates:

* Technology update-installations have begun
* Storage shed to be moved after grand opening celebration

New Business:

* + New signage visuals
  + Move plan/system-visuals provided
  + Policy updates-foundation is putting together suggestions and ideas to be presented to the board before the next meeting
    - Director certification verification needs to be completed, paperwork provided for review

Date of Next Meeting:

Next meeting scheduled for Tuesday, July 9th, 2019

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

Date of next meeting changed to Monday, July 8th, 2019.