**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**May 14, 2019**

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

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

Meeting called to order at 5:40 pm.

Meeting Minutes Approvals:

March 12, 2019- Gretchen moved to approve the minutes. Elton seconded, motion passed.

April 9, 2019- Gretchen moved to approve the minutes. Steve seconded, motion passed.

Paying of Bills and Financial Report:

* Claims reviewed:
	+ City of WSS-$100.20 + $84.63 for monthly water/sewer bill and new building bill
	+ North Western Energy-$201.84 for new building bill
	+ Shannon Washburn-$48.92 for fuel reimbursement and storytime supplies
	+ Jessica Ketola-$493.63 for workshop mileage & meals, and program supplies

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

Director’s Report:

* 1 WEX volunteer continuing
* New Weekly Volunteer Spotlight on Facebook and website
* Learning Partners from Livingston coming to library monthly
* Book walks coming soon
* Summer Reading items arrived and schedule in progress
* E-Rate successful, discount should begin in July
* Themed Trivia Night coming soon!
* Moving preparations continue-we need good boxes
* New library shelving map complete
* Storage and office spaces mapping in progress
* Summer hours beginning in June
* ELSA received

Unfinished Business and Updates:

* Pens have arrived!
* Storage shed will be moved near new library on adjacent property-Betsy coordinating

New Business:

* + Hours/days change?-possibly revisit changes once settled in new building
	+ Technology update-Chromebooks along with regular computers
	+ S.W.O.C. (Strengths, Weaknesses, Opportunities, & Challenges) Evaluation and community survey along with new strategic plan (soon)
		1. How are we being seen? Vs. How we want to be seen?
	+ New signage
	+ New library possible policy additions/changes-Foundation has ideas
		1. Dress code/uniforms and meeting room
		- Director may need leave for jury duty May 28th

Date of Next Meeting:

Next meeting scheduled for Tuesday, June 11th, 2019

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