**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**July 13th, 2021**

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

Attendance: Gretchen, Glenda, Betsy, Bobbie, Elton, Carol, Jessica & Bill Cummins

Regular meeting put on hold for Bill Cummins from the local American Legion. Bill wanted final approval for outside signage informing the public of the location of the Veteran’s Wall.

 Elton moved to approve the sign/location (just inside the Library’s property line, near the Forest Service Turnout, facing the highway). Bobbie seconded, motion passed.

Approval of Previous Meeting Minutes:

* June 8th- Carol moved to approve minutes. Betsy seconded, motion passed.

Paying of Bills and Financial Report:

* New Cash Log showed $14.55 collected for 6/23-6/30
* June Deposit to the County Treasurer-$26.50

Director’s Report

* June STATS:

12 new cards issued

Storytime- 5 programs 74 attendees

Fun 2 Go Bags- 21 received

SRP-7 programs 118 attendees

SRP Kickstart Bags-27 given out

End of Year Book Giveaways-16

SRP Book Giveaways-16

122 reference questions answered

60 1-on-1 tech assistance sessions

Food Bank lbs donated-106lbs

Youth Volunteer Hours-41

Comm. Rm. Uses-5

* Paperwork transition in progress for fiscal year
* New library cards, registration forms, letterhead, and business cards look great
* Summer Reading continues, theme-Tails and Tales

o Safari, petting zoo, & HOPA Books

* Series labeling continuing
* Overdue material listing
* CAT Mapping-looking into possibilities with state library
* Only 53 items discarded through the lost item purge
* Updated important event calendar
* HOPA book donation-nearly 200 books to give away!
* Working with the Friends of the Library and will have Storytime coverage during Shannon’s maternity leave
* Hotspot lending program extended through December 2022
* Updated Brochure
* Stickers printed
* City Council meeting reports are added to schedule

Friends of the Library Report:

Original outside light fixtures are ready to sell, $50 each

Farmers Market booth-going well

Volunteers for Storytime-Rosalie for August & Suzie for September and October

RAP book sale-Ready for sale

FOL brochure, donation policy-Betsy in-progress

Friends agreed to pay for a “landscaping” sign (to explain the native grasses and wildflowers) and seed for this falls planting

Unfinished Business and Updates:

* Window Washing-still no word (Jessica will follow up with them)
* Wood stain-completed excess is located in mechanical room
* New virtual timesheets in progress countywide-difficulties with verification
* The American Legion is looking into insurance for the Veteran’s Wall
* Inside light fixture replaced

New Business:

* Heat issues increased this year-Gretchen will collaborate with Dayna on laws/regulations and everyone will follow up via email
* Box fans, air exchange, swamp cooler, closing early
* Issues brought before the board and addressed with director
* Director position-transition from salaried to hourly-Gretchen working with Dayna
* Light-up open sign confusing-removed
* Children outside-sign for no climbing on the sculpture? Probably wouldn’t help
* Youth volunteer procedure updates-more task oriented
* Updated petty cash log
* New vacuum-needed, purchased through email vote (works great)
* Clothing with new logo possibilities-Jessica will look into blue polo options

Date of Next Meeting:

Next meeting scheduled for Tuesday, August 10th, 2021

Bobbie made a motion to adjourn. Betsy seconded, meeting adjourned.