**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**October 12th, 2021**

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

Attendance: Glenda, Carol, Betsy, Bobbie, Elton, Jessica

Suspension of regular meeting for Mitch Billis regarding bench project

* Placement was decided-next to entrance in rocks diagonally

Approval of Previous Meeting Minutes:

* September 14th- Carol moved to approve minutes. Betsy seconded, motion passed.

Paying of Bills and Financial Report:

* Cash Log showed $73.30
* Deposits to the County Treasurer-$80.50
* Bills-
  + OverDrive-$880.03 for annual MT Library 2 Go subscription
  + Berg Garage-$375 for 250 gallons of propane
  + Mastercard-$410.93 for books, movies, subscriptions, and supplies

Director’s Report

* Sept STATS:

15 new cards issued

Storytime- 3 programs 12 attendees

Preschool- 3 programs 28 attendees

Fun 2 Go Bags- 40 made

Coder Dojo-2 programs 8 attendees

84 reference questions answered

69 1-on-1 tech assistance sessions

Youth Volunteer Hours-6.5

Book Giveaways-8

Meeting room use-15 (non-Library uses)

* International DOT Day was a success 17 attendees
* CAT Mapping (A cat map is a list of the ways items are cataloged.) is continuing
* Series labeling continuing
* Broadvalley Federation Financial Report Completed
* HOPA Mountain Report Completed
* Halloween book giveaway coming up
* Summer Reading 2022 planning is in the beginning stages

Friends of the Library Report:

1) Rubber Stamp Library-Project Rosie is working on with the old card catalog

2) Previous meeting was 9/29

3) Agreed to put $500 more into Kanopy

4) Book Review cards starting up-note cards with mini book reviews

5) Betsy will ask at next meeting about doing Book BINGO again this winter

Unfinished Business and Updates:

* HVAC quotes discussion/decision-
  + Deciders-timely ability to complete; amount of noise caused
  + Bobbie will call Josh and All Seasons and contact board with answers
* Covid updates
  + Masking sign with similar wording as the Bank of the Rockies
* Tech update
* Policy review-updates and changes summarized below

New Business:

* New maintenance person-Bill
* Cleaning changes-The County hired a cleaner-Jessica will contact Dayna

Date of Next Meeting:

Next meeting scheduled for Tuesday, November 9th, 2021

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

**Policy Updates:**

History-backroom information correction

Quick Facts-basic update

ByLaws, pg 6, section 1-add FB or online social media

Section 3-change appoint to approve

Pg 7, section 1-BVF remove or change wording

Pg 9, Article V, section 1-Library Director with assistance of Trustees

Section 2-Director reports to County Commissioners and City Council

Pg 10, section 5-Every TWO years in the Fall

Pg 12-Parents are expected to pick up after their children, order of words in sentence regarding meeting room use

Pg 13-Remove $50, suggest donating, no reason for font change

Pg 15-Remove foundation, add Don Johnston, 3) change major gifts to checks, 4) donations not gifts

Pg 16-3yrs for county residents, add privilege suspension for overdue items

Pg 17-Add Hotspot information

Pg 18-Definitions 3) At discretion of Library staff

Pg 19-Children under 13 need to have a paent with them to use a computer, Chrome Books are available for use if all desktops are in use