**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**July 12th, 2022**

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

**Attendance**

Betsy, Bobbie, Paul, Elton, Carol, Glenda, Shannon

**Approval of Previous Meeting Minutes**

* June 14th, 2022 Board Minutes – Carol made a motion to approve, Bobbie seconded. Motion passed.

**Paying of Bills and Financial Reports**

* No financial report was available as we did not receive one from Dayna
* Bills- Elton made a motion to pay bills, Paul seconded. Motion passed.
	+ Triangle Communications $180.52
	+ OverDrive, Inc. - $924.03
	+ Industrial Towel - $31.16
	+ Amazon Business - $151.97
	+ Rachel Wahlstrom - $36.17
	+ Bozeman Trophy - $49.00

**Director’s Report**

* June Stats
	+ Adults – 284
	+ Kids – 49
	+ Chrome – 3
	+ Computers – 46
	+ Reference – 49
	+ Summer Reading Program – 120
	+ Summer Reading Charts - 39
* Summer Reading is going well! Tons of kids…might need to consider 2 sections again next year. Programs end at the end of July. Reading logs will continue through August. FOL donations and Town Pump Grant allow us to put on a great summer reading program.
* Adding a “New to our Library” Shelf – Board is in favor of this.
* Library Table at RAP Farmer’s Market – give away books/possible craft
* Will start sending letters for overdue materials. Drafts were presented to the board. It was suggested that a line be added to allow for library error as a possibility. Paul volunteered to email a possible sentence to be added to Shannon to amend the letters. Sending the first notice as an email was also suggested to save on postage. We do plan to hand out letters to patrons who regularly come into the library to save on postage. A time period of 2 weeks between notices was decided on.
* Rachel is working on a wildflowers brochure. Betsy is providing the photographs.
* It was decided that the 2x4 pieces that were behind the VHS should be placed in the shed for the time being.

**Friends of the Library Report**

* RAP Book Sale planned for July 29-30 9:00-1:00 at the library
* Storybook walk will be going on during the sale based on the book, I Can’t Said the Ant
* The Edith will be having a “free” bookshelf for its customers, but will pay the FOL $50/month to keep it stocked
* Saint Rita’s Amazing Traveling Bookstore and Textual Apothecary will be outside the library again this year on 9/28
* Elton & Betsy are working on picking cheat grass
* Michael K. Johnson, the author of A Black Woman’s West, will be doing a book reading sponsored by the Meagher County Historical Society in conjunction with Friends of the Library and MCAC on 9/20.

**Unfinished Business and Updates**

* HVAC-in progress – Bobbie spoke to Josh Paddock and he plans to work on it at the beginning of next week. He needs the electrician to call him about an electrical box needed outside the building. Elton volunteered to contact Fisher Electric and ask him to call Josh Paddock.
* Contract from Haugan Landscaping was presented. $900 for this year including all needed labor and materials(other than what Ben donates and the plants/trees partially paid for by Betsy.) Elton made a motion to approve the contract. Bobbie seconded. Motion passed.

**New Business**

* Automatic doors are needed for the library to be ADA compliant. Rachel spoke to Burt Hurwitz to confirm. Possible funding through the county. Quote from Rooney’s was for $7033. Rachel needs board member support at the commissioner meeting. Betsy, Carol, Paul & Elton all volunteered to attend the meeting Tuesday 7/19 at 9:00 a.m. It was mentioned that the back door also needs to be able to be easily exited in a wheelchair in the event of an emergency. This should also be shared at the commissioner meeting. The commissioners should also be made aware that there are yearly maintenance costs associated with automatic doors that should be budgeted for.
* Board Officer Elections
	+ Chair: Glenda was nominated by Carol, seconded by Paul and unanimously elected
	+ Vice Chair: Bobbie was nominated by Carol, seconded by Paul and unanimously elected

**Date of Next Meeting**

The next meeting will be August 9th, 2022 at 5:30 p.m. at the library

Meeting was adjourned.