**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**May 12, 2015**

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

Attendance: Gordon Doig, Elton Lee, Gretchen Rader, Jessica Ketola

Meeting called to order at 6:03 p.m.

Approval of April 14, 2015 Meeting Minutes:

Elton moved to approve the minutes, Gretchen seconded. Minutes approved with attendance correction.

Paying of Bills and Financial Report:

* No money spent on Travel Card
* Claims reviewed:
  + Industrial Towel-$26.31 for lobby mat swap out
  + Concierge Computer Services-$210.00 for two months bills and a jump drive
  + Triangle-$58.85 for monthly telephone bill
  + City of WSS-$57.57 for monthly water bill
  + Disposal Service of MT-$26.10 for monthly garbage removal bill
  + Northwestern Energy-$402.38 for monthly electric bill
  + Jessica Ketola-$174.80 for Helena Workshops mileage reimbursement
* MasterCard-$1,191.93 for
  + Amazon purchases
  + Postage
  + USBORNE
  + First Nation Pawn
  + Disney Movie Club purchase
  + Demco book supplies
  + Best Western Conference hotel
  + Wal-Mart Easter and book supplies

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

Librarian’s Report:

* Montana Shared Catalog Conference: May 7th & 8th in Helena
* Utilized the trip to the conference to pick up the Maker’s Space Trunk
* Started Lego Club
* Rearranged and organized children’s books into tub system
* Will be receiving Museum of the Rockies Astronaut/Rocket Trunk at end of summer

Unfinished Business and Updates:

* + Mary Chapman has agreed to come back and work at the library this summer; an employment letter will be taken to the courthouse and one will be sent to Mary as well.
  + New summer reading banner has been installed.
  + Heating system was inspected and things have been arranged for repairs

New Business:

* Review of budget showed excess in wage departments.
* Elton moved to transfer surplus to depreciation, Gretchen seconded. Motion passed. By unanimous vote, the board approved the allocation of the excess funds of $2,300 from line 112 and $700 from line 111 to be transferred to the depreciation account.

Date of Next Meeting:

Next meeting scheduled for June 9, 2015

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