**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**February 9, 2016**

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

Attendance: Gordon, Elton, Steve, Gretchen, Jessica

Meeting called to order at 5:35 pm.

Approval of January 12, 2015 Meeting Minutes:

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

Paying of Bills and Financial Report:

* Claims reviewed:
  + North Western Energy-$808.42 for one month (too high, will be looked into)
  + City of WSS-$83.11 for monthly water bill
  + Disposal Services of MT-$26.10 for garbage removal
  + Mastercard-$159.51 for conference registration, and books/movies
  + Triangle-$90.68 for monthly bill
  + Jessica Ketola-$124.20 for conference mileage reimbursement
  + Meagher County News-$30.00 for new library card registration forms
  + JAM Computer-$2,500 for server and station updates

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

Librarian’s Report:

• Switched westerns and books on cds shelving areas to create better spaces for both

• Found homes for larger collections recently donated

• Ordered updated library registration cards and updated library cards

• Will have conference information for the meeting

• Getting Summer Reading items ordered and beginning preparations for the program

• Ready2Read Rendezvous Report finalized

Unfinished Business and Updates:

* + Policies were continued forward to next meeting.
  + Board By-Laws-trustees were given copies to review for possible changes
  + Budget changes-Jessica working on a narrative to take to commissioners
  + Federation retreat deadline approaching-Elton will go ahead and get registered

New Business:

* + It was decided that Jessica Post the old coffee pots for sale on the classifieds
  + The purchase of a small laminator for library use was presented and approved
  + The Excellence in Library Service Award (ELSA) standards were reviewed and Jessica will submit an application for the library
  + Possibility of providing a newsletter was presented, board agreed that it could be useful, Jessica will get more information for the next meeting

Date of Next Meeting:

Next meeting scheduled for March 8, 2016

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