**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**June 14, 2016**

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

Attendance: Gordon, Gretchen, Elton, Steve, Maggie, Jessica

Meeting called to order at 5:35 pm.

Approval of May 5, 2016 Meeting Minutes:

Maggie moved to approve the minutes, Steve seconded. Minutes approved.

Paying of Bills and Financial Report:

* Claims reviewed:
	+ North Western Energy-$396.04 for one month (big improvement)
	+ City of WSS-$117.34 for two monthly water bills
	+ Disposal Services of MT-$52.59 for two months garbage removal
	+ Industrial Towel-$61.39 for lobby mat swap out
	+ Mastercard-$747.90 for conference hotel/meals, supplies, and books/movies
	+ Triangle-$97.89 for monthly bill
	+ WSS High School-$90 for 14-15 & 15-16 annuals
	+ Superior Business Equipment-$416.74 for annual copier/fax contract
	+ Meagher County News-$41.60 for author ad and new library cards
	+ Jessica Ketola-$86.40 for Design Institute mileage
	+ MT Shared Catalog-$1,916.31 for automated library system annual dues
	+ Mcnaughton-$1,980 for book lease annual subscription

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

Librarian’s Report:

* Finishing up the MT Room reorganization
* Sprinklers turned on
* Flowers purchased-Frontier Club planted June 10th
* Distributed books to Colony kids
* Distributed books and Summer Reading info to preschoolers
* Distributed Summer Reading flyers to entire elementary and got info inserted into daily school announcements
* Started Summer Reading program- three days per week, info placed in MC News
* New WEX placement worker
* DVD shelving area expanded and book display rearranged

Unfinished Business and Updates:

* + Budget review report-Jessica already started and will give Gordon a finished copy to take to commissioners
	+ Design Institute focused on coasts and differences between construction cost and cost of actually completing the project.

New Business:

* + Jessica to be gone part of the week of July 4th for annual family/anniversary camping trip, scheduling will be worked out so Glenda has everything covered; and the afternoon of July 11th for child doctor appointment in Helena
	+ A suggestion was made to remain open during the “lunch hour” on Mon, Tues, Thurs, and Fri. This seems like it could be very beneficial to patrons, as there have been numerous times, especially during the summer months, when library staff has wound up staying at the library through the “lunch hour” to accommodate for patrons. The board agreed that it would be beneficial to try this out for the summer since staffing will be less of an issue.
	+ Great Falls Newspaper-The motion to refrain from renewing due to lack of use made by Maggie. Steve seconded the motion and it passed unanimously.

Date of Next Meeting:

Next meeting scheduled for July 12, 2016

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