**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**October 6, 2016**

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

Attendance: Gordon, Gretchen, Elton, Maggie, Jessica

Meeting called to order at 5:37 pm.

Approval of September 20, 2016 Meeting Minutes:

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

Paying of Bills and Financial Report:

* Claims reviewed:
	+ North Western Energy-$274.66 for one month
	+ Disposal Service of MT-$26.10 for monthly garbage removal
	+ City of WSS-$76.26 for monthly water/sewer
	+ Mastercard-$869.48 for supplies, and books/movies
	+ Jessica Ketola-$99.00 for Amazon Prime membership
	+ Castle Mountain Sales-$75.00 for sprinkle system winterization

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

Librarian’s Report:

* Combining public assistance applications for easier community access
* Boarded and glued old book drop hole
* Started cleaning/reorganization project for front counter area
* Cleared out temporary storage space in small office
* Due to the annual lice increase this time every year, extra cleaning/sanitizing
* Preschool Storytime book raffle started back up, increased to weekly winners
* Donated white boards for more creative play and for homework help group
* Gearing up for Halloween costume recycling again this year

Unfinished Business and Updates:

* + Storage shed updates-Dave Wendt will connect with Gretchen to get the measurements.

New Business:

* + Election Day-Nov 8th library will definitely be closed.
	+ Concerns brought up by Maggie: increased volume throughout the library, especially at closing time; people not utilizing the library in the conventional ways (ie electronic device usage, library phone usage, people just hanging out/waiting around or socializing); and volunteer selection/assessment procedures.
	+ Library concerns already being addressed: working with staff and volunteers to find ways to keep library quieter, and enforcing quiet space rule for Montana room; Jessica reviewed the volunteer procedures with board members.

Date of Next Meeting:

Next meeting scheduled for Thursday Nov 10th, 2016

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