**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**September 11, 2018**

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

Attendance: Gordon, Elton, Gretchen, Steve, Jessica

Meeting called to order at 5:32 pm.

Approval of July 17, 2018 Meeting Minutes:

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

Paying of Bills and Financial Report:

* Claims reviewed:
	+ NorthWestern Energy-$228.61 for monthly electric
	+ Disposal Services of MT-$26.88 for monthly garbage removal
	+ City of WSS-$107.28 for monthly water/sewer service
	+ Triangle-$210.61 for monthly phone and internet service
	+ MasterCard-$1,107.38 for books, and printer ink
	+ Jessica Ketola-$488.28 for hotel, mileage, and meals for conference
	+ Shannon Washburn-$105.60 for mileage and meals for HOPA conference
	+ Bill Simmons-$22.90 for specialty light bulb
	+ OCLC Group Services-$450.25 for ILL services
	+ Industrial Towel-$18.00 for lobby mat swap
	+ Mathis-$17.35 for program supplies
	+ Castle Mountain Grocery-$41.82 for programs

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

Director’s Report:

• FOTL Book Sale successful

• Quilt Raffle winner: Annie Halligan

• Storytime continuing well

• Record player exploration going well

• Kalispell PNLA Annual Conference highlights

• New label classification system

• Free Nook E-Readers from Billings

• Summer Reading Program completed

• Back-to School Guessing Bottle with M&Ms winner: Katie (teen)

• First Day of School bags dispersed to K-6 teachers

• Books 4 Kindergarteners dispersed to Kindergarten class

• Preschool books and info bags put together and dispersed

• Krafty Kiddos Stickhorse-Bonkerz participated in Labor Day Rodeo

• Homeschool family packs put together

• First Book Purchase

Unfinished Business and Updates:

New Business:

* Records retention-Gretchen moved to accept the state library schedule with the exception of grants, which should be kept for ten years. Steve seconded, motion passed.

Date of Next Meeting:

Next meeting scheduled for Tuesday, October 9th, 2018

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