**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**September 10, 2019**

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

Attendance: Gordon, Elton, Steve, Betsy, Glenda, Gretchen, Jessica

Approval of Previous Meeting Minutes:

August 13, 2019-Steve moved to approve as presented. Gretchen seconded, motion passed.

Paying of Bills and Financial Report:

* Gordon planning to have new annual financials at the next meeting.
* Claims reviewed:
  + City of WSS-$92.07 + $191.28 for monthly water/sewer bill for old + new buildings
  + North Western Energy-$35.16 + $220.81 for old + new buildings electric bills
  + Triangle-$154.90 for monthly phone/internet
  + Republic Services-$15.40 for monthly and extra garbage removal
  + Industrial Towel-$39.27 for lobby mat swap
  + OCLC-$476.14 for ILL & database
  + OverDrive-$798.21 for MT Library2Go
  + Kelley Imaging System-$102.95 for previous printer/fax/copier contract payout
  + Shannon Washburn-$104.47 for summer reading supplies and conference mileage
  + Jessica Ketola-$594.98 for ILL postage, office organization supplies, and conference

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

Director’s Report:

* + 1 WEX volunteer continuing
  + September-month long return your overdue items events: guessing jars, food for fines
  + D&D connections made and group campaign in progress
  + Mystery Lovers’ Book Club started, will be meeting monthly
  + Upcoming events: tooth hygiene event with external agency & International Dot Day
  + Lego Club continuing-still very popular
  + Colony Storytime continuing
  + All office binders re-labeled and organized
  + Binders created for: community room, current policies, incident reports, & cleaning
  + Parent phone number spreadsheet for safety of information
  + Working on possible partnership with nursing home
  + Still coordinating with Learning Partners and Job Services agencies
  + Federation Expense Report Completed
  + New cards in August-8
  + Summer Reading attendance-273
  + New suggestion/comment box
  + Working with school on tours for K-6th grades, will discuss safest route from school

Friends’ Report:

* 2 possibly 6 Maple chairs sold so far
* Spa money box stolen
* Jen Frazer contacted FOTL regarding importance of safe route for kids from school

Unfinished Business and Updates:

* Triangle capital credits- not beneficial in the long term
* Survey Response review
* Outside benches-FOTL purchased one and will look into other options and possible partnerships with arts commission as well as Mitch Billis
* Elton will look into possibilities for the moving of the garbage can to the parking lot and creating a shelter for it to match the building
* Foundation looking into options for extending sidewalk and purchasing a larger shed

New Business:

* + High Window Cleaner will be needed-Glass+ (Jeff) was recommended by locals
  + New maintenance person-also does some cleaning
  + Steve is looking into some possible grants dealing with electric vehicles
  + Hours change-
    1. Gordon will go to commissioners on September 17th to speak with them regarding the possibility of switching hours of service for the library
    2. If approved by the commissioners, Elton moved to begin a six-month trial period of having the library open Saturdays 10-4 and closed Mondays October 1st. Glenda seconded, motion passed.

Date of Next Meeting:

Next meeting scheduled for Tuesday, October 8th, 2019

Betsy made a motion to adjourn. Steve seconded, meeting adjourned.