**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**April 14th, 2020**

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

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

Approval of March Meeting Minutes:

* Elton moved to approve minutes with UV treatment correction. Gretchen seconded, motion passed.

Paying of Bills and Financial Report:

* Betsy moved to have funds moved from underutilized library accounts to the Depreciation Reserve as the review committee sees fit. Eton seconded, motion passed.
* Claims reviewed:
  + City of WSS-$37.30 + $85.03 for monthly water/sewer for old + new buildings
  + Mathis-$70.43 for program and cleaning supplies
  + Castle Mountain-$12.95 for program and cleaning supplies
  + Republic Services-$28.00 for monthly garbage removal
  + Jessica Ketola-$136.32 for Easter program supplies and school book fair sale
  + Mastercard-$459.43+$1,538.80 for two months books and supplies
  + Triangle-$121.87+$121.77 for two months phone/internet
  + NEW-$181.37+$181.75 for old+new building electric
  + On Track Video-$30.00 for new movies
  + Industrial Towel-$59.32 for lobby mat swap
  + Watson Label-$397.52 for item barcodes

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

Director’s Report:

* + New Cards for March-1
  + ALL PROGRAMMING AND EVENTS ON HOLD OR CANCELED
  + Book inventory process starting back up
  + E-Rate internet discount application complete

1. Library Assistants’ Reports
   * Rachel-covering books at home and shelving books when possible
   * Shannon-virtual Storytime (well attended and getting great reviews!), online learning through webinars and library workshops, quarantine shelving and book return swap and shelving, inventory as time allows
2. Friends of the Library Report
   * Free shelf was placed outside the library and people utilized it well
   * Hotels still have books
   * Nature Series may be something we can try again next year

Unfinished Business and Updates:

* Director Evaluation-completed and reviewed by all virtually.
* Tech-Gordon will set up a time for a Commissioners meeting next month, Jessica Elton, Shannon, and Rachel will also attend

New Business:

* + Karen Coleman is working on a program through the Food Bank which would provide snacks to local kids clubs, the library may become beneficiaries of the program
  + Karen Coleman has asked if she would be able to purchase the terracotta pot outside the old library, the board said yes
  + Hours review-everyone agreed that they should stay as the community response was overwhelmingly positive
  + Foundation-at a transition point, looking for thoughts and ideas

Date of Next Meeting:

Next meeting scheduled for Tuesday, May 12th, 2019

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