**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**July 14th, 2020**

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

Attendance: Gretchen, Elton, Bobbie, Glenda, Steve, Jessica

\*\*\*Break in meeting for special guest Gordon Doig-

* officially announced that the Library Foundation is in the process of dissolving
* reassured the building sale and other left over funds from the Foundation would be deposited into the Depreciation Reserve account through the county
* relayed that the Foundation would prefer the American Legion not add any signage to the large LIBRARY sign outside

Approval of June Meeting Minutes:

* Glenda moved to approve minutes. Steve seconded, motion passed.

Paying of Bills and Financial Report:

* Monthly bills automatically paid by county reviewed.
* Claims reviewed:
  + Hugh Grinnell-$48.07 for Book and DVD by MT Author
  + Mastercard-$708.85 & $1,193.39 for books, movies, and program supplies
  + Meagher County News-$90 & $168 for new business cards/letterhead & old building sale publications
  + Rachel Wahlstrom-$14.99 for bubble machine from CostCo
  + School District 8-$187 for 4 years of Annuals/Yearbooks

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

Director’s Report:

• June STATS:

o 8 new cards issued

o Summer Reading 9 programs with 68 attendees

o Storytime 4 programs with 73 attendees

o Fun Friday 4 programs with 16 attendees

o 79 reference questions answered

o 29 1-on-1 tech assistance sessions

• New STATS excel spreadsheet created

• New deposit spreadsheet created

• Hot Spots are ready and being used

• Applied for Pokemon grant

• Applied for Women’s Suffrage book grant

• Community Service worker through Gallatin County-16 hrs completed

o Did extra cleaning/dusting/organizing and moved several items to new shed

Friends of the Library Report

* + Betsy in Glacier this week

Unfinished Business and Updates

* TECH:
  + List given to Dayna of original requests/needs
  + WIFI changed to turn off and on for a small window at closing time
  + Cataloging computer updated and cleaned remotely due to slow performance
  + Permissions for patron computers
* UV Treatment of bare wood out front-Elton will find the best option
* Broken light in NF section-still no action-Jessica will forward contact information to Gretchen
* Rusty soap dispenser-Jessica ordered replacement via Amazon
* Snowing vent, just have to wait-it is getting better
* COVID outbreak planning-our process already tried out last week and works as well as possible

New Business

* Bird poop problem-Glenda moved to have Bill Cummins complete the offered nail deterrents while other options are investigated. Elton seconded, motion passed. Gretchen will also call Lloyd Studer.
* Stinky bathrooms-Odo Ban will be tried
* Temperature in the library-
  + 11 days of June over 78 degrees
  + Elton will speak with Brian Fisher about options for fan
  + Elton moved to buy a small swamp cooler. Glenda seconded, motion passed. Steve will do some research and let Jessica know which should work best for the library
* TV mount or stand-Steve moved to buy a stand. Glenda seconded, motion passed.
* How long should we keep cleaning logs? laminate and wipe off weekly, no need to keep
* Strategic planning-new direction for library (new logo?) everyone is open to change and like the idea of matching/similar logos with the Friends, looking forward to what logo options the Friends and Smith River Custom Apparel come up with

Date of Next Meeting:

Next meeting scheduled for Tuesday, August 18th, 2020

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