**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**June 8th, 2021**

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

Attendance: Gretchen, Glenda, Betsy, Steve, Carol, Jessica

Approval of Previous Meeting Minutes:

* May 11th- Steve moved to approve minutes. Betsy seconded, motion passed.

Paying of Bills and Financial Report:

* Monthly bills automatically paid by county reviewed.
* Annual Budget Review-Gretchen and Jessica will complete and turn in to County.

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

Director’s Report:

* May STATS:

9 new cards issued End of Year Colony Book Giveaway-24

Storytime- 4 programs 61 attendees End of Year Book Giveaway-20

Preschool- 3 programs 33 attendees 14 books 73 reference questions answered

Fun 2 Go Bags- 14 given out 66 1-on-1 tech assistance sessions

SRP Kickstart Bags-18 given out Meeting room use-7 (non-Library uses)

* Lost book search completed-Count for items removed from system requested
* CAT Mapping (A cat map is a list of the ways items are cataloged.) is continuing
* Settings changed in the checkout system-items won’t show as lost and separate from patrons as quickly
* Overdue items report settings have improved and have been changed
* ALL backlogged cataloging has been completed
* Updated business cards, letterhead, Library Cards, and Patron Registration forms ordered
* Website completely updated
* Prep of succession binder for is in motion
* Completed Library standards report for the State Library
* Completed important events calendar for board members
* Letters sent out regarding hiring decisions
* Planning for Summer Reading continues, theme-Tails and Tales
	+ Considering a special event/performer due to receiving Town Pump grant
	+ Prepping a community-wide “safari”
* Series labeling continuing
* Hotspot lending program funding extended through September 2022!

Friends of the Library Report:

Preserve Montana book club featuring Meagher County-posted flyer & shared on Facebook

Farmers Market-selling paperbacks

Friends Meeting 23rd

Summer Reading Town Pump grant

Unfinished Business and Updates:

* Window Washing-quote approved during special vote on May 17, 2021-still waiting to be scheduled (weather difficulties)
* Outside light fixture cleaning-Jessica will double check completion
* Wood stain needs to be painted-Rocket Painting quote $1,600 Glenda moved to approve the cost. Betsy seconded, motion passed.
* Storefront Doors-TC Glass was finally able to get it fixed!
* Inside light fixture replacement- Jessica to paint yellow-completed Fisher will install when he comes to check the air intake
* Old outdoor light fixtures-can go to Friends to sell-approved at special vote on May 17, 2021

New Business:

* Upcoming tech needs-new adult computer with wired mouse & keyboard & new server
* Mobile book seller would like to use our parking lot 9/16-9/19
* Veteran’s Wall Dedication this Saturday at 11-small march, then ceremony at the Library
* Sprinkler pipe broke-Maintenance, Rooney’s, Paddock, and Ben Haugan responded.
* Upcoming Holiday- Steve made a motion for the Library to be closed Saturday July 3rd for Independence Day. Betsy seconded, motion passed.
* Ceiling boards need fixing inside & out
* Last board meeting for Steve-New Trustee discussion
	+ Steve made a motion for Carol Cartledge to fill the position opening from the completion of his second complete concurrent term. Betsy seconded, motion passed. Jessica will get a letter to City Council.

Date of Next Meeting:

Next meeting scheduled for Tuesday, July 13th, 2021

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