**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**May 11th, 2021**

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

Attendance: Gretchen, Glenda, Betsy, Bobbie, Steve, Elton, Jessica and Friends of the Library volunteer-Dayle Komlosi

Approval of Previous Meeting Minutes:

* April 13th- Elton moved to approve minutes. Glenda seconded, motion passed.

Paying of Bills and Financial Report:

* Monthly bills automatically paid by county reviewed.
* Gretchen still needs to contact Dayna regarding DIS and Tech possibilities.
* Budget Amendment-Bobbie made a motion to move $1,500 from TRAVEL & MEALS object 370 to the Depreciation Reserve. Steve seconded, motion passed.
* Claims reviewed:
  + Mastercard-$834.25 for books, movies, supplies, dues

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

Director’s Report:

• April STATS:

5 new cards issued

Storytime- 4 programs 55 attendees

Preschool- 4 programs 42 attendees 9 books

Fun 2 Go Bags- 6 days 27 received

Colony Storytime-15 participants

73 reference questions answered

66 1-on-1 tech assistance sessions

* Annual inventory for County is complete
* Lost book search and CAT Mapping (A cat map is basically a list of all the ways items are cataloged in your library.) is continuing
* Prep for possible new Library Director is in motion
* Planning for Summer Reading continues, theme-Tails and Tales
  + Prizes, shirts and signage have arrived
* Series labeling continuing-will be continual

Friends of the Library Report:

Paid for the Summer Reading Program items. PoeTree month raffle had 14 entrants with gift cards given to three people; Faith, Dina, & Wendy. Gardening/flowers book sale tomorrow Wednesday, May 12.

Unfinished Business and Updates:

* Book quarantine to continue or not? Definitely not, but follow County Health regarding mask usage requirements and signage when COVID cases are high in the County
* Window Washing-Jessica will check temperature requirements or hard water guarantees?
* Outside light fixture cleaning-Jessica to contact Tim (county maintenance)
* Wood stain needs to be painted-Gretchen to contact Swanson Technical-local contractor
* Storefront Doors-Jessica contacted Dan Rooney and T C Glass- waiting for responses
* New virtual timesheets in progress countywide-difficulties with verification
* The American Legion is looking into insurance for the Veteran’s Wall

New Business:

* Extra window security-dowels will be placed in the window sills to aid with sticky locks
* Board vacancy-
  + Elton will contact Brad Sauer, who showed interest previously
  + Jessica will draft an announcement for board review, then post it online, at the library, and with Meagher County News
* Director Hiring
  + Elton moved to keep Jessica on through the hiring process. Steve seconded, motion passed.
  + At this point, the meeting closed for review of Director Applications.

Date of Next Meeting:

Next meeting scheduled for Tuesday, June 8th, 2021

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