**Meagher County City Library**

**LIBRARY BOARD MEETING MINUTES**

**January 13, 2015**

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

Attendance: Gordon Doig, Steve Hicks, Elton Lee, Gretchen Rader, Jessica Ketola and Friends of the Library rep Betsy Hamm.

Meeting called to order at 5:35 p.m.

Approval of November 18, 2014 Meeting Minutes:

Elton moved to approve the minutes, Steve seconded. Minutes approved as presented.

Paying of Bills and Financial Report:

* No money spent on Travel Card
* Claims reviewed:
	+ Industrial Towel-$21.21 for lobby mat swap out
	+ Triangle-$84.28 for monthly telephone bill
	+ City of WSS-$56.81 for monthly water bill
	+ Northwestern Energy-$696.26 for monthly electric bill
	+ Montana Library Association-$90.00 for Offline Conference registration
	+ WalMart.com-$40.95 for DVD/CD cleaning machine
	+ GoVacuum.com-$23.90 for vacuum cleaner bags
	+ Amazon.com-$177.53 for book order
	+ Disposal Service of MT-$26.10 for monthly garbage removal
	+ Half.com-$34.42 for DVD order

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

Gretchen completed all the paperwork for the new library credit card; we are just waiting to receive it in the mail.

Librarian’s Report:

* Working on creating an online networking policy for website and Facebook
* Starting a wish list book for the new library
* Completed article for MCN about Libri Book Grant
* Completed and sent off report, article and pictures of kids opening and reading the new books for Libri Book Grant
* Started Wednesday Trivia for all at the library
* Started Story time continuation for older kids after school on Wednesdays
* Started process of hiring through Rural Employment Opportunities-Marissa Coons hired
* Upcoming conferences: Offline in Billings on Feb 6th & 7thEarly Childhood Summit in Helena Feb 12th & 13th and Federation Spring Retreat in Butte on Feb 27th & 28th.

Unfinished Business and Updates:

* Logan Peirce completed the sign time change but we need to get a bill from him, Gretchen will contact his mom.
* Display Box outside the library will be ordered from Demco.com as their prices were best after comparing. Board looked at the description in the catalog at the meeting.
* Several years of books missing from our Hornet Annual collection. Jessica purchased the three annuals the high school had and is waiting to hear back from Beth on the ones she has. It was suggested that Jessica also check with the Mrs. Wilhelm and Mrs. Wilhelm did not want to donate any of her private collection.

New Business:

* Friends of the Library (FOTL) report from Betsy Hamman. The FOTL is dwindling in support and ideas for recruiting were discussed. It was suggested to have a social gathering in March. There is a lack of adult programming at the library and the FOTL are looking for some programs that they will be willing to pay for. The requirements for changing the people authorized on the FOTL bank account were discussed and they will have a meeting to add Gretchen to the account. Book storage will soon become an issue and Gretchen offered to speak to Clearwater about the possibility of them donating a storage unit for library use.
* Board officer terms need to be updated, Jessica will complete it.
* Maintenance question-snow removal and changing/purchasing light bulb-all should be completed by Alvin or Ken at the courthouse.
* Reminder of the written evaluation of library director to be completed next month. Jessica will email everyone with the evaluation form.

Date of Next Meeting:

Next meeting scheduled for February 10, 2015

New meeting date February 17, 2015

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