

Stillwater County Library Board of Trustees Meeting  
Thursday March 7, 2019 2:00 pm  
\*Special Meeting Date\*  
Stillwater County Library  
27 N. 4<sup>th</sup> St  
Columbus, MT 59019

**Members Present:** Katherine Jess, Chair, April Limburg, Kim LeBrun, Maureen Davey and Lynda Grande were present. Della Haverland, Secretary, was also present. Marissa Hauge, Lee Schmelzer, and Gordon Williams were also in attendance. The meeting was called to order at 2:10 p.m.

**Public comment:** There is no public comment.

Della introduced and thanked the new trustees, April Limburg and Kim LeBrun, for applying and being interested in serving on the library board.

Maureen moved to approve the January meeting minutes with the correction, Lynda 2nd the motion. All in Favor motion passes.

**Communications:** Della read the board the resignation letter of Pam Kightlinger and Cory Hamilton. Passed around the emails regarding the upcoming trainings in Butte on April 24, and the Federation meeting on March 16<sup>th</sup>. Maureen requested the federation meeting info as she is going to attend. MLA is April 10-13 in Helena.

**Library Report** was read and a copy given to trustees. See attached.

**Steering Committee report:** Lee Schmelzer and Marissa Hauge reported on the final report from the committee that was given to the commissioners on January 8<sup>th</sup> and also to the City Council. They wanted everyone to be in the loop on the process. They discussed the new committee that the county has that meets every Wednesday at 9. Maureen had several questions regarding the report and what is the possibility of serving liquor at big events in the community center if the deed restrictions don't allow for private enterprise? This would be a topic to bring up when the conceptual design is being implemented. **Maureen wanted it noted that the steering committee worked for 5 yrs instead of 4.**

**Budget Report:** Della handed out the budget report. Maureen had visited with Joe and Theresa Comfort on budget reports and Della explained that previously she had been asked to give the Actual vs estimate report, but that she would be happy to send all 4 versions of the report when she receives it every month. Maureen said she would like the more detailed version.

**By-Law changes to reflect new AG opinion:** Lynda expressed that she would like to see By-Law changes made annually rather than as things come up. Discussion regarding the proposed changes was had, Della recommended that we consider approving the changes as they are fairly

significant in how business is handled. The new trustees have been give the proposed changes. Della will make the grammatical and wording changes that were discussed and April moved that the changes be posted for 30 days and then voted on at the next meeting. Lynda 2<sup>nd</sup> the motion, all in favor, motion passed.

**Service Contract:** There was much discussion regarding the proposed contract. Lynda mentioned that she felt that most of the initial items are in statute and therefore do not really need to be included. She had brought a proposal that she wanted to consider. Della commented that the statutes that are included in the original proposal are there to establish the roles in plain language. Gordon mentioned that in contracts like these it is never a bad idea to have too much information. There was significant discussion on the budget process and how the library mills are determined. April made a motion to have Della set up a working session with the County Commissioners and the Board of trustees to review and clarify the proposed contract. Lynda 2<sup>nd</sup> the motion, all in favor motion passes.

**Strategic plan:** Lynda has volunteered to chair the strategic plan and get things rolling as she is attending another conference where she will be learning about the planning process. Della had recommended that this be a whole board activity and get feedback from the community residents as they had done in 2010. Lynda moved to table this item, **someone** 2<sup>nd</sup> all approved. Motion passes.

Unscheduled matters or concerns: Lynda is interested in the library acquiring Lynda.com a learning database that allows users to take online courses through the library. Della had explained that the library has been largely unsuccessful in communications with them and Brooke has been researching multiple database options. **Several of the trustees were interested in the trial and I explained that they needed to talk to Brooke. Lynda wanted it noted that she thought she said that she asked the trustees to give their emails to Della who would forward to Brooke to input into the system.**

**Next Regular Meeting Date: TBD**

The meeting adjourned at 4:30 pm  
Respectfully submitted  
Della Haverland, Secretary

Enclosure: Library Report

Stillwater County Library  
February 2019 Report

Since our last meeting Brooke and I have been hard at work trying to get our Service Contract put together and make it the most beneficial for all parties. We met with Kathy on the 17<sup>th</sup> to go over the contents and what we wanted in it and got it prepared to send to Nancy per Dennis' suggestion. Since then we have learned that in instances such as this, Nancy is not available to advise since the agreement was between the Board which is not a separate LEGAL entity. So we are working with a local attorney who will look over the contract and make sure the best interests of the library are covered. This should be done prior to our meeting on Thursday. The commissioners also suggested that we add a legal services line item to our annual budget for things such as this. We are hopeful

that this contract will clear up all the grey areas that we have encountered in the past or will encounter going forward and make things so much easier.

We did some research into the wasp spray as a defense mechanism and were a little taken back by what we learned, however we don't feel this is a viable option for these reasons:

- Wasp spray has not been tested on humans so there's no research to suggest it would stop an attacker.
- Using a pesticide in a manner other than according to labeled directions is a violation of federal law.
- It is illegal (fineable offense) for anyone to recommend a use other than the labeled use.
- Personal liability is significant for a person who deliberately sprays another person with wasp spray, even inadvertently in the case of overspray.

The general consensus from area police departments, sheriff's departments and individual defensive tactics instructors is to not use wasp spray. "It's not designed to stop a human attack. A strong pepper spray is formulated to do the most effective damage to give you time to get away from your attacker."

We also discussed the decision to order security items for the rear entry as instructed by the board at the last meeting. I would like to refrain from ordering the items and rather work with facilities to get these things accomplished because the staff would not have the knowledge or the tools to install them correctly. We feel utilizing the facilities dept. is in our best interest.

Sincerely,

Della Haverland/Director

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