

MINUTES
STILLWATER COUNTY LIBRARY BOARD OF TRUSTEES

Wednesday, May 20, 2020, 1:00 PM

Stillwater County Library
27. North 4th Street, Columbus, MT 59019

12:30 PM (Closed) - Trustees will meet to conduct a six-month evaluation of the Library Director Jennifer Reed.

Members Present: Lynda Grande, Chair; Maureen Davey, Kathleen Ralph, Linda Halstead Acharya were present from the Board. Jennifer Reed, Secretary was present. Dennis Shupak, and members of the public Angie Osborne and Johanna Kern (by phone) were present.

Welcome to Public and Public Comment: Public comments on matters within the Stillwater County Library Board of Trustees Jurisdiction pursuant to §2-3-103 MCA—Public comments will be accepted on any public matter that is not scheduled on the agenda. No action will be taken at this time. The meeting was called to order at 1:02.

No public comment.

1. Approval of Minutes – April 8, 2020 Linda moved to accept the minutes as presented. Maureen seconded. Motion passed.
2. Financial reports. No discussion
3. Library Director’s Report & Communications
4. Unfinished Business:
 - a. Federation Meeting report: Kathleen has submitted a written report via email to all Board members.
 - b. Trustee resignation: **April Limburg submitted her resignation, and** the Board is anticipating the advertisement of the open Trustee position in the paper the week of 5/26/20.
 - c. Library/County Policy update proposal
 - i. Kathleen moved to accept Policy 7-P84-005 with the noted style amendments. Maureen seconded. Motion passed.
 - ii. Kathleen moved to accept the Gift Policy as amended. Linda seconded. Motion passed.
 - iii. Kathleen moved to accept the SCL Personnel Policy as amended. Maureen seconded. Motion passed.

- d. By-Law Revisions: Linda moved to accept the By-Laws as amended. Maureen seconded. Motion passed.
 - e. Covid 19 response – Phase Two: Jennifer proposed to return to normal hours beginning June 1 with a suggestion that, even though the Strategic Planning and community input has not been completed, evening hours be extended. Kathleen moved that the library operational hours beginning June 1st be Monday-Wednesday 9:00-5:30, Thursday-Friday 9:00-6:30, Saturday 10:00-4:00. Linda seconded. Motion passed.
 - f. Strategic Plan: Surveys will be emailed to patrons. The planning process (community meetings) will be scheduled for the fall. Kathleen will contact the facilitators.
5. New Business:
- a. Mobile hotspot distribution: Distribution sites in Reed Point, Park City, and Fishtail for 2-3 of the mobile hotspots were discussed. One hotspot will remain in circulation to individuals. Jennifer will make contact to determine the options.
 - b. Artwork display
 - i. Maureen and Linda will search for previous policy drafted regarding art displays.
 - ii. Jennifer will ask via Wired what other libraries have done.
 - c. Results of Director Evaluation & Potential Pay Raise: Maureen moved to approve Jennifer's pay raise. Linda seconded. Motion passed.
6. Unscheduled Matters or Concerns: No action taken
- a. A possible grand re-opening was discussed.
 - b. An event with food and alcohol, possibly paired with the book sale was discussed.
 - c. The book sale will be postponed until August.
7. Adjournment. The meeting was adjourned at 2:44.
8. Announcements:

Next Meeting June 17, 2020, 1 p.m.