

STILLWATER COUNTY LIBRARY BOARD OF TRUSTEES

Wednesday, July 8, 2020

Minutes

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 1:03.

Members Present: Maureen Davey, Chair; Lynda Grande, Kathleen Ralph, Linda Halstead Acharya, and Angie Osborne were present from the Board. Jennifer Reed, Secretary was present.

1. Installations:
 - i. Board Chair, Maureen Davey
 1. Lynda Grande was thanked by all for her leadership as Chair.
 - ii. Board Co-chair, Linda Halstead-Acharya
2. Welcome new board member Angie Osborne
3. Approval of Minutes – June 17, 2020 – Kathleen moved to approve the minutes as written. Linda seconded. Motion passed.
4. Communications
 - a. Jennifer had a conversation with Commissioner Hamilton. He said that the Commission sees no issues with the Library Personnel Policy, and it can be implemented since it has Board approval. He is also going to speak with Joe about disposing/selling the furniture that was not picked up for the County auction.
5. Financial reports – Brief discussion held.
6. Library Director’s Report – Brief discussion held. See attached.
7. Unfinished Business:
 - a. Budget report
 - i. Discussion was held regarding the 20-21 budget approved by the Commission.
 - b. Volunteer Policy
 - i. Kathleen moved to accept the volunteer policy as amended. Angie seconded. Motion passed.

- c. Art Policy
 - i. Linda moved to accept the policy as amended. Angie seconded. Motion passed.
 - d. Minor changes to general library policies
 - i. Kathleen moved to accept Library Policies 1-7 (excluding 5, which has already been approved) with formatting changes. Lynda seconded. Motion passed.
 - ii. The Internet Use Policy will be compared to others in the state to determine if we should **amend ours**.
 - e. Strategic Planning
 - i. Brief conversation was held regarding considering alternatives to the previously planned focus groups.
8. New and Miscellaneous business:
- a. Election of Federation Representative
 - i. Lynda nominated Kathleen as Federation Representative and Kathleen accepted.
 - b. End of year report
 - i. Discussion was held regarding the method in which the Board would like to present the End of the Year Report to the Commission. Maureen and Jennifer will attend a Commission meeting where Maureen will invite them to come to the library to hear the End of Year Report.
 - ii. Linda moved to accept the end of the year report as amended. Lynda seconded. Motion passed.
 - c. Mileage reimbursement process for Trustees
 - i. Maureen explained the process for mileage reimbursement for Trustees. Current reimbursement rate is **.57.5** per mile.
 - d. Regular meeting time/day/frequency
 - i. Linda moved to approve moving the meetings to the 2nd Tuesday of the month at 1:00 PM. Meetings will be every other month unless a need arises for monthly meetings. Angie seconded. Motion passed.
9. Announcements:
- a. Lynda Grande appointed to the Board for a five-year term ending June 30, 2025

b. A thank you was offered to Dot Gallagher, Kathleen Ralph, and Linda Halstead-Acharya for their extensive work in the garden.

10. Adjournment – The meeting was adjourned at 2:37.

Next Meeting September 8, 2020, 1:00 PM