

Stillwater County Library Board of Trustees Meeting
Thursday April 19, 2018 2:00 PM
Stillwater County Library
27 N. 4th St
Columbus, MT 59019

Members Present: Pat Ross, Chair, Maureen Davey, Lynda Grande, Cory Hamilton and Katherine Jess were present. Della Haverland, Secretary, was also present. The meeting was called to order at 2:05 p.m.

Also in attendance were: Judith Gillette and Brooke Weiss

Public comment: Della thanked Lynda for all her research on the policy changes that were being discussed.

Lynda moved to approve the March meeting minutes, Kathy 2nd the motion. Discussion regarding the closure of the meeting prior. It was determined that although personnel information was discussed, the subject matter of the discussion was of public nature. Della advised that all of the discussion was included in the minutes from the previous meeting. No further discussion. All in favor, motion passed.

Della advised that there was not much new going on and therefore she didn't write up a report. She talked about MLA and that she attended some very informative workshops. Cory and Lynda also talked about the conference and what they learned.

Steering Committee report: Nothing new to report.

Budget update: Della and Brooke went over the proposed budget to the board. Overall we are asking for less money this year than last. Pat will write a letter to the commissioners asking that the library staff receive the same increase and longevity pay as the rest of the county employees. Several items were not accounted for at the current time for next year's bills, however Della will be attending the MSC spring meeting in Helena on May 3-4 and will know those items then. Maureen mentioned that the trim on the outside of the building was chipping and peeling and we should look into getting it painted. Cory made a motion to find a painter and get this paid for with this year's maintenance item, Maureen 2nd the motion. All in favor motion passes. There were no other questions regarding the proposal submitted. Della advised that we do not have a date set for the board to meet with the commission with our budget proposal. As soon as we hear of the date we will set our next meeting. Discussion on the roof repair and how to handle the gap between what we have in capital improvement fund and what we need to complete the work. Per a discussion with Joe, it was suggested that the board ask the commissioners if they could transfer the difference to complete the roof work from the county's capital improvement fund. Apply for an intercap loan which would be low interest, or to see if the board can ask for an increase in the transfer amount to our capital outlay line. There is still the unspent FOL money in the amount of \$4,700 approx. that could be used. Concern that this is a county building and should be taken care of by the county was expressed by several board members. The intercap loan was considered a last resort due to not wanting to pay interest. We will discuss this with the commissioners during our budget meeting.

Lynda moved to table the strategic plan until July 1, Cory 2nd the motion. All in favor, motion passes.

By-law revisions:

Article II, Section 2 Cory moved to leave as is and not include the proposed change, Maureen 2nd. All in favor motion passed.

Article III, Section 1 Lynda moved to change the language to read The board shall hold regular meetings at least every 60 days. The Secretary can cancel or reschedule the meeting date as needed providing a (3) three-day notification is given. Cory 2nd the motion, all in favor motion passes.

Proposed Article III Section 6, Maureen moved to take proxy voting out of the bylaws, Cory 2nd the motion, all in favor motion passes.

Policy revisions:

Unattended Minor policy Kathy moved to accept the policy from Brooklyn, New York Library as long as MaCo says it is ok, Maureen 2nd the motion. All in favor, motion passes. *after meeting spoke with MaCo and was referred to Nancy Rhode, who approved the policy*

Cory moved to approve the 1.4 Solicitation policy, Lynda 2nd the motion, all in favor motion passed.

Cory moved to accept the 6.0 Grievance Policy, Lynda 2nd the motion, all in favor motion passes.

Kathy moved to approve the 7.0 Inclement Weather policy, Cory 2nd the motion, Maureen voted No, Lynda abstained from voting so Pat broke the tie by voting yes. Motion passes by 3-2 majority vote.

Unscheduled: Talked of changing the meeting date to May 10th at 10 am in hopes of having our budget meeting with county afterwards. Not knowing when this will be scheduled we decided to have meeting at regular time.

Next Regular Meeting Date: May 17, 2018 2:00pm.

The meeting adjourned at 3:50 pm

Respectfully submitted

Della Haverland, Secretary