



LEWIS & CLARK LIBRARY

**Lewis & Clark Library
Board of Trustees Meeting
Lewis & Clark Library
January 21, 2020**

MINUTES

BOARD MEMBERS: Niki Whearty, Ron Waterman, LeRoy Schramm, Helen Fandrich, Judy Meadows.

STAFF MEMBERS: John Finn, Director; Patricia Sternberg, Administrative Manager.

OTHERS PRESENT: Judson Hewitt, a patron.

Whearty called the meeting to order at 5:00 p.m.

Fandrich read the Board Mission Statement.

1) PUBLIC COMMENT Patron Judson Hewitt requested that the Library put a pay phone in the lobby. He has researched a company that would put a phone in for free. Whearty explained that there is a phone by the service desk for use by patrons. Hewitt noted that it isn't convenient for long phone calls. He has also written up a list of suggestions for material purchases for the Library that he will bring by at some point. The Board thanked him for his input.

2) CONSENT ITEMS

Waterman/Schramm moved that the Lewis & Clark Library Board of Trustees approve the Consent Items as presented.

A. Minutes – December 2019. Sternberg noted that Trustee Whearty was present by phone, not excused as listed in the December minutes.

- B. Service Report** – December 2019. Finn noted that the Shared Catalog membership will be making a decision about purchasing the Blue Cloud library app tomorrow. Being without a mobile app has negatively affected the LCL statistics. Whearty noted that the heading on page 17 is off. She asked about keeping statistics of how many hours a program takes to put on in addition to how many people attend the program.
- C. Financial Report** – December 2019. Waterman asked about the interest column and Sternberg reported that the monthly County financials generally arrive after the Board packet is compiled and mailed. December's interest will appear in January's financials. Finn described the StoryWalk program that was sponsored by Blue Cross/Blue Shield.
- D. General Ledger** – December 2019. Waterman asked why the Library pays a fee for using the transfer station and what services the city assessments cover. Sternberg will report back. Whearty asked about the annual microfilm subscription cost of \$3800. It goes up a little bit every year.
- E. Personnel Report** – December 2019. Finn discussed personnel changes in December.

MOTION passed unanimously.

3) NEW BUSINESS

- A. Welcome New Board Trustee – Judy Meadows** Finn thanked Trustee Meadows for coming to the annual Board Retreat on Saturday. The retreat was very informative.
- B. Intercap Loan Resolution** Finn explained that the language for the resolution comes from the Montana Board of Investments. If the motion to approve passes, the Board Chair will sign a copy of the resolution. The legal counsel form will need to be done by February 2nd. Then the County Commission will approve a resolution at their January 28th meeting stating the Library's voted mills will stay steady during the repayment of the loan.

Meadows/Fandrich moved that the Lewis & Clark Library Board of Trustees read and approve the FY2020 Intercap Loan Resolution as presented.

MOTION passed unanimously.

4) UNFINISHED BUSINESS

A. Board Retreat Recap Trustees appreciated the staff report from Systems Librarian Beckstrom and the format of the retreat. There were no questions.

B. Library Foundation Update The Foundation has many events planned in the near future. On Monday, January 27th, the Writer's Journey program will be a sit down interview with Virginia Reeves and Melissa Kwanzy at the Grand Street Theatre. The Foundation is already at \$41,000 for this year's fundraising campaign, just short of their \$50,000 goal. They are at full membership as well.

C. Branch Highlights Holly – the Augusta Branch Manager - is creating her own calendar of events and sent a sample along for the highlights. This month, Lincoln Branch Manager Kate is featuring a table tent sample of things that are going on at the Lincoln Branch.

D. Construction Updates Director Finn led the Board on a field trip through the construction zone at the end of the meeting.

5) DIRECTOR'S COMMENTS

Offline – The annual library technology retreat hosted by the Montana Library Association will be February 7th and 8th at the Helena College. The agenda is included on page 42 of the packet. Finn shared that this year Mark Sheehan, a long time Offline presenter, will be back this year to speak on Friday.

Broad Valleys Federation Spring Retreat – The spring retreat will be March 13th and 14th in Butte at the Copper King Inn. Finn presented the training opportunities and requested that interested Board members contact him about going.

6) COMMITTEE REPORTS None.

7) COMMENTS FROM TRUSTEES Fandrich asked whether Finn had heard anything back about the Board's letter to the City/County Commissioners expressing concern about the speed limit on Park Avenue here by the Library. Finn has not heard anything yet.

Waterman opened discussion of putting a pay phone back in the Lobby. There was a pay phone in the lobby for years, however it was difficult to maintain and was out of order quite a bit. The phone at the public services desk is available during and after the remodel for free. There isn't a space for a phone booth in the remodeled lobby. Finn will talk to the patron and the Board will send a letter if necessary.

8) WRAP UP

- The February Board meeting will be Tuesday, February 18, 2020 at 5:00 p.m. at the Main Branch of the Lewis & Clark Library.

9) ADJOURN – The meeting adjourned at 6:00 p.m.

Niki Whearty, Chair

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