

Board of Trustees Regular Meeting Minutes

Thursday, March 21, 2024 @ 7:00 pm at the Conrad Public Library

The mission of the Conrad Public Library is to provide services, spaces, and experiences that encourage literacy, inspire curiosity, and strengthen community.

0. Roll Call / Quorum = Yes

Board: Glenda McKeone, Pat Heinen, Lida Holst, Nancy Powell [Helen Bingaman absent]

Ex-Officio: Tiffany Christensen, Mayor David Cates

Guests: None

1. Call to Order

Board Chair Glenda McKeone called the meeting to order @ 7:05 pm.

2. Public Comment

There was no public comment.

3. Approval of Minutes

Lida made a motion to approve the minutes of the February 22nd meeting; Nancy seconded; motion carried unanimously.

4. Reports

a. Conrad Public Library: Library Director

- February statistics show continued increase of library usage, program attendance, and circulation; computer usage has dropped, but MTLib2Go usage has increased.
- Nelson Architects will have the HB 355 grant applications ready by next week; final applications are due March 30, 2024.
- The County successfully installed the silent alarm system on the three front staff computers. The alarm triggers an alert to the Pondera County Sheriff's Department.
- Tiffany and Liz attended Opioid Overdose Reversal Training in Shelby on Friday, March 8th; the library now has a Harm Reduction Kit with Naloxone.
- Tiffany spoke with Maria Cates about possibly partnering with the Conrad Pathway to install a StoryWalk. Tiffany will present some information to the group.
- Liz received high praise for her story hour program; a story hour parent who works at Logan Health recommended that the library youth programs receive a grant from the hospital.
- The "Trust Me" documentary screenings with speaker Rosemary Smith were held at the Conrad High School auditorium. 20 people attended the public showing and 270 attended the school showing.
- Watercolor Garden Planning Workshop will be tomorrow evening at 7:00. Many are interested and several have registered for the event.

Conrad Public Library: Accounting/Budget

- The expenditure report as of the end of January was presented; spending is on track for the fiscal year (66.7% through the year); unanticipated expenses for this fiscal year include: architectural fees (grant writing), mediation costs, and previously unpaid insurance charges.

b. Conrad Public Library Foundation - NO REPORT

c. Pathfinder Federation - NO REPORT

d. Montana State Library - NO REPORT

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5. Old Business

a. Future Library Funding

- Tiffany was able to schedule mediation between the Conrad and Valier libraries for Saturday, May 11, 2024 with Deborah Kottel at 9:00 am. Ms. Kottel has agreed to travel to Conrad and asked that a venue with two adequate meeting rooms be used; the library board will offer the Conrad Public Library as a potential space. An annual budget and simple, confidential statement about concerns will be provided to the mediator.
- The trustees will begin communicating directly with the Valier Library Board regarding mediation.

6. New Business

a. Annual Survey Results

- The results from the online annual community survey were reviewed. Many comments related to high staff ratings, more options to request books, and lack of awareness of the services and programs available (both in-house and online).

b. Strategic Working Plan - TABLED

7. Closed Session - NONE

8. Future Business

a. Emergency first aid supplies/training (e.g., AED Defibrillators)

9. Upcoming Meeting(s)

- a. The next regular board meeting is scheduled for Thursday, April 11, 2024, at 7:00 pm at the library.
- b. Tiffany and Liz will be attending the Montana Library Association Annual Conference from April 17th - April 20th in Butte.

10. Adjourn

Glenda adjourned the meeting @ 8:48 pm.

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Respectfully submitted by:

Tiffany Christensen, Secretary to the Board

Approved by the Conrad Public Library Board of Trustees: April, 11, 2024