

## Board of Trustees Regular Meeting Minutes

Thursday, August 19, 2021 @ 4:00pm 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.*

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0. Roll Call/Quorum=Yes

Board: Lacie Vermulm, Tom Brown, Anna Pollard, Pat Heinen, Glenda McKeone  
Ex-Officio: Carolyn Donath; Wendy Judisch absent  
Staff: Tiffany Christensen  
Guests: None  
Public: None

1. Call to order

Chair Lacie Vermulm called the meeting to order at 4:05 pm.

2. Public Comment

There was no public comment.

3. Approval of Minutes

**Tom made a motion to approve the minutes as read from the July 15<sup>th</sup> meeting. Pat seconded. Motion carried unanimously.**

4. Reports

Conrad Public Library Director Report

- Elizabeth and Brooke are both working 24 hours per week. Tuesday Weds Thursday
- Starlink is up and running. Speed tests are fast! John Calahan and Dave Zimbelman spent hours in the hear putting it up.
- Budget is almost final. We are still waiting on the COLA amount from the County. Agnes has corrections to make from last year.

**Pat made a motion to approve the FY22 Budget. Anna seconded. Motion carried unanimously.**

- John told us the roof on the office and elevator room needs to be redone. Johnny Schosser has been contacted.
- Circulations are up. Hoopla, MHS and MT Lib2Go have made a great difference. MHS are in great demand. We are lucky to have 8.
- We are looking to change our emails to Google Cloud.
- I have my new computer. Love it.
- Kindergarten camp is up and running.
- Tiffany's review is done.
- Tiffany won the Sheila Cates Scholarship!

- Lacie is an accredited Board member.
- Elizabeth is working with the schools. Hoping classes return.
- 7000 books have been rebarcoded with 11000 to go.
- Horizon Lodge has allowed us to return
- MSC training is next week. We will go live on September 29.

There were no reports for Foundation, Friends, Pathfinders or Montana State Library.

5. Old Business

a. 2023-2031 Levy Updates

Lacie visited with Cathy at the Valier Public Library and felt we would work well together for the upcoming levy.

6. New Business

a. Planning

b. Proposed Board Governance Calendar

**Pat made a motion to adopt the Board Governance Calendar. Glenda seconded. Motion passed unanimously.**

7. Closed Session

- Carolyn reviewed her job performance, quite honestly! Board will reply.

8. Future Business

a. Bylaws Review

b. Hours of Service Policy Review

c. FY22 Action Plan Goals and Vision Statement

9. Upcoming Meetings

- Annual Board Training and Library Tour

During the tour, several ideas were suggested including a utility sink in the back hallway and closet for Pam, more seating, ceiling in Story Hour room, new snow shovel, redesign computer seating, etc.

- Public Library Directors Institute delayed until May, 2022
- Regular Board Meeting will be September 16, 2021 @ 4:00 pm

10. Adjourn

Chair Lacie Vermulm adjourned the meeting at 4:35 pm.

Respectfully submitted by:

Carolyn Donath, Secretary to the Board