

Drummond School & Community Library Board of Trustees
Regular Meeting
August 15, 2013
3:00pm

CALL TO ORDER:

Shelley called the meeting to order at 3:06pm.

ATTENDANCE:

Shelley Johnson, Luckie Bryant, Sue Peterson, Bryan Kott; Roxie Inman was absent

APPROVAL OF MINUTES:

Sue made a motion; seconded by Shelley to approve minutes of June 20, 2013 with corrections. Luckie made a motion; seconded by Bryan to approve minutes of July 25, 2013. Both motions passed.

FINANCIAL REPORT AND APPROVAL OF BILLS:

Big Boy Delivery: \$107.50; Big Boy Delivery: \$40; IRS: \$1684.44; State Unemployment: \$18.76; Roberta Lee: \$24.25; Lickety Prints: \$274.61; CDW-G \$804.88; Drummond School District: \$83.39; Missoula Public Library (Heritage Quest) \$534; Montana Library2Go: \$919; OCLC: \$75. Library district will invoice the School District for \$612 for Montana Library2Go. Sue made a motion to approve the final budget. This was seconded by Luckie and approved. Sue moved to put \$10,000.00 into STiP. Luckie seconded the motion and it was approved. Sue made a motion to pay all bills with the exception of the Quarterly IRS; seconded by Luckie and approved. Shelley will call Teri to inquire about the recent IRS Statement to see if adjustments need to be made.

CORRESPONDENCE:

State Librarian Jennie Stapp sent an electronic message of recognition for submitting Public Library Standards for 2013.

UNFINISHED BUSINESS:

NEW BUSINESS:

Shelley showed documentation from the County Treasurer reporting the Mill value. Storage Shed; the School Board is considering moving the shed closer to the front of the building.

Librarian Goals for FY14 were presented.

Librarian assistant presented an inventory of the archives to be prioritized for digitizing to participate in the Montana Memory Project. Members of the Board suggested scanning local items such as the Rocky Ranger, the Louis Piche photos, News of Helmville, issues of Rustic Expression, and Yearbooks. Requests for missing yearbooks will be posted in the next newsletter.

Sue made a motion to retain Shelley as Chairman of the Library Board of Trustees. It was seconded by Luckie and all were in favor. Luckie made a motion to appoint Sue as Vice-Chairman. This was seconded by Bryan and all were in favor.

Night @ the Library: Tuesday, September 3, 2013 at 7pm: Kim Briggeman; The Mullan Trail Broad Valleys Federation Plan of Service and Budget Request for July 2013 – June 2014 was signed and submitted to the State Library.

Patron request to host meetings in the library twice a week was discussed and approved.

(Sundays at noon and Wednesday evenings at 7) A key is available at Fickler's Conoco.

Shelley has spoken with Lillian Stover about teaching Adult Education Computer classes this winter. Bryan will look into Adult Education funding.

Blackfoot is offering computer classes to customers. This will be hosted in the library on October 2nd and 3rd.

Sue made a motion to set meetings at 2pm. This was seconded by Bryan and approved.

LIBRARY REPORT:

Librarian Report (attached)

Partners Transit To: 201

Partners Transit FROM: 94

Discards: 146

A document with Montana State Library Record Retention recommendations was distributed.

Library Meetings and Trainings for FY14 were discussed along with which entities will pay for travel, meals and lodging. It was recommended that Kris attend Fall Conference in Helena on

Sept. 26/27; especially for sessions pertaining to the Montana Memory Project. [Sub if necessary] [Library District] Jodi will attend Fall MSC Membership in Helena on September 26.

[split with School District] Spring membership in May; location TBA. Broad Valleys Federation meeting in Butte in March; Director and Trustee. [Library District] Library Director's meeting at

Chico October 27. [Friends of the Drummond Library], Montana Library Conference April 9-12 Billings; Director and Trustee. [Library District]. Webinars and trainings as well as MSL

Summer Institute or OPI Teacher Librarian Bootcamp may be attended but would not affect school district time. Education Through Technology \$20 [School District].

Diane Andrews and Roberta Lee will be encouraged to attend the MSL Ready2Read Rendezvous on October 11& 12 in Bozeman. [All expenses are paid].

PUBLIC COMMENT:

ADJOURNMENT:

Sue made a motion to adjourn at 4:26. Bryan seconded the motion.

NEXT MEETING:

September 19, 2013 at 2pm.

Library Board Chairman

Library Board Secretary