

Philipsburg Library Board Meeting

Date: Wednesday, February 25, 2022

Meeting Called to order at 5:17 p.m. by Chairperson Barbara Cahill

Members Present: Barbara Cahill; Billie Kulaski; Kendra Kanduch; Charlene Bucha; Kristen Vicedomini; Gina Vale; Leslie Casey; and Dorene Pfendler attending.

Approval of Minutes: Kendra moved to approve the minutes from the January 2022 meeting and the motion was seconded by Charlene. The motion passed unanimously.

Clerk's Report: Clerk, Dorene reviewed the report, noting that the Library is currently upside down in Subscriptions and Periodicals due to carrying the Missoulian Subscription and that in the next fiscal year the Library may want to look at increasing the budget for the service as well as for Contract Services which cover the Cleaning Services for the Library. The Cleaning Services the Library increased during the COVID-19 pandemic and has chosen to continue with the frequency. Leslie mentioned utilizing some funding to ensure the maintenance of the building is kept up on. Barbara added that she will reach out to Northwestern Energy for a free energy audit, to see if there are ways the Library could benefit. Charlene motioned to accept the Clerk's Report. Kendra seconded the motion. The motion passed unanimously.

Librarian's Report:

- The library received a new shelving unit for kids books to help spread them out more, which has made it easier to keep that section clean.
- A notice was received that Blackfoot Grant Applications are open for technology grants and are due on March 31st
- There are a lot of books and the library will start up the sale "bag of books for \$1"; the library is also donating books to Granite County Medical Center so they can refresh the books they have available in their facility.

Programs:

- **After-school** cooking class with Anita has been a success. The plan is to continue this program, there has been consistently 15 kids showing up and consistent, positive feedback. The after-school yoga class is still continuing as well.
- **Senior Sit and Fit Class:** This has been well attended with approximately 6-7 people each week. The timing has changed to Thursdays from 2-3 pm weekly. Unfortunately, the class has not had consistent times and the Library staff has had to work to make adjustments to signage and to notify attendees. Hopefully the time remains the same and the kinks have been worked out.
- **Imagination Library:** Brenda Martin has moved and Kristen is picking up the administrative work involved in the program. The Library is hoping that the Ranch at Rock Creek will continue to support the program financially. Barbara will reach out to the RC to discuss this further, adding that if the RC doesn't take this on the Friend's of the Library will discuss it.
- **Tea Blending Class:** Eve Farwell is teaching a workshop on Monday, Feb 28 n Tea Blending for Stress & Anxiety
- **Libraries in all 50 States Program:** A person in Vermont reached out to the Library to be involved in a project. They will be sending a dollar bill to libraries in each of the fifty states and selected our Library for the State of Montana. They will be documenting the travels of "Bill" (the dollar) around the Country. The Library discussed a variety of ways to celebrate and mark this event, including a party for Bill.
- **Upcoming Ideas:** A possibility of doing sign language classes, and the Antiques Road Show.

Maintenance:

- Aaron McPherson has been called about the garbage disposal not working in the kitchen and has placed an order for a replacement and will come install it when he can.
- The code to the café door has been changed, let Gina know if you need it.
- The café door has been finicky and the deadbolt is no longer functioning correctly. Barbara is going to call Koony Locksmith to have this looked at and possibly get a new keypad placed.
- Josh Skousen is no longer shoveling our walks, however Gina found a replacement. Chrishane White will be taking over and we will be paying him \$10 an hour.

Grants:

- **Laptop & Hotspot:** Healthy Granite County Network was able to secure a laptop and hotspot through a program at MSU. This is for Behavioral Workforce Education and Training and can be checked out by patrons. The Library has been designated as a distance learning site.

The Library is working on getting information out to the public. The hotspot service is provided for one year as part of the program the Library will get to keep the laptop.

- **Blackfoot Technology Program:** Grant is due March 31st and Gina was thinking about ordering kids tablets from Amazon. The first year of service is free then \$36 per unit per year after that. Gina would like to purchase 4-5. Another option is to purchase an Oculus (Virtual Reality Device) which would generate interest from older kids that the Library doesn't always get a lot of engagement from. There is \$1200 from the Grant. The Oculus could also be purchased using other donations slated for technology.
- **Town Pump Summer Reading Grant:** The due date has not been announced yet, but the program will be available and the Library plans on going after it.
- **Pilcrow Children's Book Grant** – Due April 1 – The Library is eligible

Other Stuff:

- Suzanne Reymer is planning to visit the Philipsburg Library on the afternoon / evening of March 8th – please attend if possible
- Broad Valley Retreat is happening in Anaconda on March 9 / 10th – the Agenda hasn't been posted yet
- Gina would like to know how the group feels about bringing Legos, the teepee and the puppet show materials back out? The Library Board agreed that it is time for the materials to be brought back into the space, as long as there was a good cleaning routine in place. (Lysol spray).

Friends Report:

Friends account has \$44,526.87; Library portion \$24,077.93; expansion portion \$20,448.94

The Friends had a Board Meeting on February 17, 2022 and discussed the Courtyard fundraising remodel plan. They would like to hold a festive event in May or June, serving hors d'oeuvres and beverages. During this event they could speak with attendees about their ideas for the Courtyard, and showcase what funds are available and goals for future donations. The Friends also recommended considering a contest to garner Courtyard remodel ideas where there could be prizes for different ages. The Library Board would like clarification of who would handle this contest.

The Friends also presented some ideas for fundraising in 2022 including utilizing the Courtyard space for artisans to have tables, charging \$20 per table. Having Friends assist with the book sale, as well as the annual Rotary Concert Food Truck.

New Business

The Board reviewed the Materials & Lending Policy, Collections, Maintenance of Collections, Book Donations Policy, Guidelines for Disposal, and Interlibrary Loan Policy; and will do this at each meeting to ensure all Library Policies are up to-date.

The next meeting will be Wednesday, March 30th at 5:15 p.m.

The meeting adjourned at 6:40 p.m.