

Philipsburg Library Board Meeting Minutes
Date: Wednesday, October 20, 2021

Meeting commenced in Closed session at 5:15 p.m. with Keith Baxter, Charlene Bucha, Barbara Cahill, Kendra Kanduch, Gina Vale and Billie Kulaski (via phone).

- Position/job descriptions reviewed
- Salary adjustment confirmed for Library Director and Program Director
- Annual review to be scheduled for Assistant Librarian

Meeting called to order at 5:40 p.m.

Members present: Keith Baxter, Charlene Bucha, Barbara Cahill, Leslie Casey, Kendra Kanduch, Dorene Pfenner, Gina Vale and Billie Kulaski (via phone)

Approval of Minutes: Kendra Kanduch moved to approve the minutes from September 15, 2021 meeting and motion was seconded by Charlene Bucha. The motion was passed unanimously.

Clerk's Report: Granite County Taxes will not be credited to the account until November/December. Due to recent popularity, the decision was made to continue delivery of the Missoulian newspaper at a cost of \$25 per month. This is reflected under Subscription expense. Kendra Kanduch moved to accept the Clerk's Report and motion was seconded by Keith Baxter. The motion was passed unanimously.

Librarian's Report:

Book Drop Contest: Still trying to coordinate with Ruth McDonald before weather get too cold.

Programs:

Afterschool Programs: The cooking classes each Monday with Anita Immenschuh have been a success. The program was cancelled this week due to covid concerns; however, it will be continuing. 17 kids signed up for the class. Yoga classes are held on the first and third Thursday of the month. The one class went very well.

Storytime will not be starting because it has had no interest.

Healthy Eating Program (Granite County Healthy Network): Katie Muhly is working on this program to be held 2-3 times a month most likely on Thursday evening in coordination with Library Program Director Kristen Vicedomini. It will include some cooking. The program is currently on hold due to covid cases.

Michael Jochum: There will be a reading of his book "*The Road Never Ends*" and book signing on October 27th. He is the drummer from the Ryan Chrys Band. He has written several books. The *Road Never Ends* is on sale at the library for \$30.

Sew Unique: Wendy Goeff is working on a *Sip and Sew* program for community adults probably starting in November.

Breast Cancer Awareness: A presentation will be held the evening of October 28th.

Role Playing Games: A patron is interested in starting a Dungeons & Dragons (commonly abbreviated as D&D) fantasy tabletop role-playing game (RPG). Only one other person is interested at this point.

Stuff & Such Antique Road Show: Mike and Diana Young plan to do the roadshow this fall at the library-date to be determined.

Drink and Draw: Initially Gina contacted the Arts Council about the program. They wanted to charge a fee for participants, but the Library prefers to have programs at no cost to the attendees. Taylor, the summer artist in residence, may be willing to conduct the class where Headwaters grant funds will be used to pay her costs.

Kiwi Crates: Kids have gotten the first crates as prizes from the summer reading program. There has been very positive feedback. The school grant paid for this part of the program prizes.

Snow Removal: Gina will speak with Josh Skousen at Gizmos to see if he will clear snow from the Library walkway and from the courtyard. She will also mention to Josh that the renter of the Library studio would like him to clear the deck and stairs, and they should be billed separately from the Library.

Friend's Report: A board meeting is scheduled for November 12, 2021. Financials: Balance in the account: \$41,296.69; Library portion, \$24,305.75 which includes merchandise sales, Blackfoot grant, Headwater grants, and imagination library (17 participants); expansion portion, \$16,990.94.

Chamber Report: Charlene was unable to attend the last Chamber meeting, but received the minutes. There is still concern how to handle Covid and the liability. Yule night is scheduled for December 10. Chris Cooney is handling the light parade and Santa.

Old Business: The current studio renters have expressed interest in renewing the lease for another year beginning December 1, 2021. With increased utility costs and separate internet, the rent will increase from \$600 to \$650. If they do not renew the lease, the studio rent will be set at \$700 per month.

New Business:

Firearms in the Library Building & Property: Gina wants the discretion to ask a patron with an open carry firearm to remove it from the premises if staff or other patrons are uncomfortable. There could be safety issues. A policy may suffice, instead of a resolution. The Library board does not have full knowledge who comes into the Library, so it should be the staff to formulate the best policy. Barbara Cahill will check with other libraries for their firearm policy.

Joint discussion by Friends of the Philipsburg Library Board and the Library Board:

Silent Auction: Yule Night may be an ideal opportunity for the Friends to organize and orchestrate a silent auction of artwork, specialty plates, Christmas village houses, and other donations the Library has received. The suggestion was made to start displaying items the week before Yule Night to begin the bidding process. On Yule Night, announce the end of the auction in say "15 minutes" to give bidders a final opportunity. The Library board approved action of the Friends to move forward with the Silent Auction.

Goal for fundraiser: People are more willing to donate if there is a specific goal. Make the goal replacement of the courtyard concrete which is degrading and creating a drainage issue on neighboring business. The Library board will be responsible for getting bids, checking the Interlocal agreement between the Library, Town and County for notification, obligations or restrictions for a major project. Colleen Hatcher will contact a friend who is an architect to do a rough drawing of what the courtyard replacement may look like.

Programs: The Library needs more adult programs. The Friends will email members to ask if they are willing to use their expertise to teach an adult program with the assistance of the Library Program Director. The email will also ask for volunteers to occasionally assist other Library programs. People will be fully vetted and used at the Library's discretion.

The Next Meeting will be November 18, 2021 5:15 p.m.

Meeting Adjournment at 6:50 p.m.