

MINUTES  
CITY OF LAUREL  
Library Board

03/09/2021

06:48 PM

Laurel Public Library

**COMMITTEE MEMBERS PRESENT:**

Vacant	X Arthur Vogelee, Board Chair
X Bill Hanson, Vice-Chairman	X Samantha Barnhart – via phone
X Nancy Schmidt, Secretary	Vacant
X Clair Killebrew – Foundation Liaison	

**OTHERS PRESENT:**

1. **Public Input**

*Citizens may address the committee regarding any item of city business not on the agenda. The duration for an individual speaking under Public Comment is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.*

2. **General Items**

- a. The minutes for January 2021 and February 2021 were presented for approval by the Library Board members. Bill motioned the minutes be approved, Sam seconded the motion. Minutes were approved.
- b. The library received two items of correspondence: a \$50 donation from Ray Wells and \$240 in memorials for Dixie Feller.
- c. **Circulation Report - Traffic:** down 38.7%; **circulation:** all items circulated totaled 3,579 (including 426 eBooks), book circulation was down 18.7%, media circulation was down 39.3%, eBook checkouts for this month was 10.9% of total book circulation, we circulated 813 items to partners and 192 items from other libraries; **computers:** internet use was down 62.5%, children's use was down 90%, wi-fi use : up 7.2%; **patron cards:** city registrations made up 49.4% of library users, county patrons 46.5% and non-resident registered patrons 4.1%. There were 56 tech assists in February.

3. **New Business**

- a. Library staff have asked about revising the hours that the library is open to the public. After some discussion it was decided that the library would be open until 7:00 pm permanently (or until there is a need for longer hours) during the week with no change on Friday or Saturday.

- b. A piano has been donated to the library. It is currently sitting in the front entrance but may take up residence at another location in the library as needed. We may consider using the piano for lessons or fund raising in the future.
- c. The state library has provided 10 hotspots, 8 iPads, and 6 HP ProBooks. All of these are the property of the library. Sustainability on the hotspots has been discussed at the last NAC meeting. The State Library Commission is considering providing funding for the hotspots for at least one more year.
- d. There is legislature before Congress to provide funding for libraries across the nation. The State Library is sending out weekly reported on this. If approved, it will be provided through IMLS (Institute of Museum and Library Services). This could provide over \$2 million dollars to the Montana State Library for current needs.

#### 4. Old Business

- a. The book sale is being held March 29 – April 10<sup>th</sup>. The hours will be 9:00 am – 7:00 pm Monday-Thursday, 9:00 am – 5:00 pm Friday, and 9:00 am – 3:00 pm on Saturday. We are looking for volunteers to help set up and work the sale.
- b. For the vacancies on the Board, Katie Fjelstad and Clara Killebrew have submitted letters of interest. The letters will be forwarded to the Mayor with a letter stating a preference for which person to place on the Board.
- c. The budget amendment proposed by Clerk/Treasurer Langve was approved by the Council. There will be an amended amount moved from the General Fund to the Library Fund to cover some items that were budgeted lower than actual amounts. The amount of the amendment was over \$6,200.00
- d. Foundation update: the monies received from the book sale will go into the Foundation account. There were some small miscellaneous charges to the Foundation for the library, mostly office supplies and computer items. Mike and Nancy also went to Barnes & Noble to purchase new books for circulation. Patrons should be happy for a few weeks.

#### 5. Other Items

- a. Upcoming Items:  
The South Central Federation meeting is being held via Zoom on Saturday, March 27<sup>th</sup> at 10:00 am. I will be attending from the library and Arthur will attend from work. Anyone else wanting to attend will be logged in at the library or sent the link to their email so they may attend through Zoom.
- b. There is a meeting with the Mayor's office, Union Reps, Library Director and Board Chair on Wednesday, March 14<sup>th</sup> at 9:00 am concerning the library staff

being allowed to join the union. Nancy and Arthur will report on the results at the next Board meeting.

6. Announcements

- a. Next regular meeting is Tuesday, April 13, 2021 at 6:30 pm in the Community Room of the Laurel Public Library. Meetings from this date forward will stay on the 2<sup>nd</sup> Tuesday of each month but will start at 6:30 pm.

Sam motioned the meeting be adjourned at 7:31 pm. Bill seconded the motion, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nancy L Schmidt".

Nancy L Schmidt  
Secretary for the Board

**NOTE: This meeting is open to the public. This meeting is for information and discussion of listed agenda items.**