

BOARD MINUTES

March 15, 2016

PRESENT: LIESL HOLTZ, BEULAH BIEGALKE, CODY McDONALD, LENNIE HANSEN, PENNY NOLAND, JEANNE LILLEGARD

The meeting was called to order by board chair Liesl Holtz. Minutes were approved and financial status was reviewed.

Jeanne gave an update on the building project. Building committee members are still in the process of approaching businesses and corporations doing business in Judith Basin County. There have been some checks coming in from that campaign and the Montana Community Foundation will be here sending representatives to present a check on Tuesday, April 5. They have not confirmed the fact, but it could be a match to the \$150,000 raised before matching funds began January 14, 2015. Jeanne and Liesl will organize a luncheon for the visitors and any building committee members and board members that are able to attend. Carolyn will have returned from her winter travels and will accept the check on behalf of the building committee.

The board continued to weigh salary vs. hourly wage for the director position. The commissioners stand firm that the hourly time card must reflect all hours spent on the job and overtime must be paid for all hours over 40 even though they were intended as volunteer. Salaried staff do not need to be paid overtime which may be a better fit for the director position. The board will make a final decision when it determines the FY2016-2017 budget in May.

The board received a letter of resignation from branch librarian Jenni Hammontree. It was moved to accept her resignation with regret and appreciation of her many accomplishments at the Hobson Library. The position needs to be advertised. Branch hours may need to be changed to accommodate a suitable employee. The position will be advertised at the courthouse beginning salary of \$11.51 an hour. In six months, that salary can be reevaluated. Insurance will be offered based on the number of hours employed. The new employee should shadow Jenni for at least two weeks. Liesl will draft the needed position advertisement and will run it by the commissioners. We probably will not interview until late April. Jenni would like everything to be in place by June 2.

Jeanne and Beulah attended the spring federation meeting in Roundup. Roundup chose to host as their director, Dale Alger, will be retiring in June along with several other library directors and Montana Library staff. The focus of the afternoon continuing education workshop was on library policies.

Jeanne and Norma conducted a major weed of the fiction and paperback sections this winter. March 1 the Montana Shared Catalog assesses our fee for the year based on the size of our collection and number of our patrons. They pulled over a 1000 dated and poorly circulating books before the deadline.

National Library Week will be April 10-16 this year. As Jeanne's schedule is pretty hectic for April, the library will delay celebrating. April 5 the Montana Community

Foundation comes and the Montana Library Association meets in Missoula the rest of the week. Jeanne will be attending this year to work on her continuing education credits. The following week, Jeanne will be gone on annual leave to attend an art show with her husband.

Lauren McMullen has suggested Jeanne attend a seminar in Bozeman May 6. This is for libraries with building projects. This conflicts with the spring meeting of the shared catalog in Helena. Jeanne will inform the MSC directors she will not be present.

The budget meeting was set for May 10 at 3 p.m. If necessary, the board chair will call meetings before then for the purpose of filling the Hobson position.

Meeting adjourned.