

## BOARD MINUTES

JUNE 1, 2022

PRESENT: SUE DAVIS, DARLENE HENKE, MIKE METCALFE, VICKY McCRAY, CAROL DEARDEN, CODY McDONALD, JEANNE LILLEGARD

Chair Sue Davis called the meeting together at 1:05 PM. Minutes from the last meeting were read and approved. The financial statement was reviewed. We remain solvent although two budget lines had unexpected expenditures. The utility line has taken huge hits from a windy winter and rising fuel prices. The salary line is \$1100 short as when Norma retired, we needed to reimburse her for her unused vacation and sick days. Balances in other lines can be applied to where we are short, so we will finish out the year in the black.

The spring federation meeting was held via Zoom. Sue was online at her Arizona home. Darlene, Vicky and Jeanne were at the library and had just logged on when the power went off for over an hour. They called Sue, put her on speaker phone, and she relayed the highlights of the discussion. We were able to meet our mandatory attendance requirement! The main item on the agenda was the format of the meetings. A trustee from one of the libraries was hoping the federation would be interested in changing to retreat-style meetings similar to those used by several federations. The federation voted to stick with the one day meeting format.

Janette Todd's first day as assistant librarian was May 31. As done with Norma, Jeanne and Janette will work around each other's schedules, but Mondays and Wednesdays will be Janette's usual days. Except when Jeanne is out of the library, her work days will usually start at 8 AM. It is nice for her to begin the cataloging and processing that she does before patrons come in and she is able to commute with her husband and be off when her kids are dismissed from school.

The 2022-2023 budget was set. Lines will remain almost the same except for the following changes: \$1000 increase to supply line to absorb carpet cleaning, \$1000 to technology to absorb new computers, \$2000 increase to utilities to absorb possible rate hikes, \$180 decrease in membership dues. Mention was made that we should start planning for Jeanne's unused sick/annual leave days in three years.

A discussion was conducted concerning propane purchase for Hobson from Lewistown Propane as opposed to Woodhall Distributing. Jeanne said that the decision was made by the Hobson Friends of the Library when the branch library was formed in 2006. Mike moved we switch the account to Woodhall Distributing. Sue seconded the motion. Motion passed unanimously.

Jeanne reported that she needs to renew her certification in October. She needs 60 hours of workshops every four years. Usually, she picks up 12-15 at each MLA conference. Conferences have not been held the last two years because of Covid. This year a joint conference of the Montana Library Association and the Pacific Library Association will be held in Missoula August 3-6. Registration fee is \$250 and special rate would be \$239 per night for four nights. Jeanne felt she should look for less expensive ways to earn her credits.

Both Jeanne and Lisa have summer reading activities planned for Thursday afternoons in July. This year's national theme centers around oceans. Traffic through the library has been slow during the month of May, but is increasing as families sign up for summer reading.

Three hours of board training will be required to meet the new public library standards. Jeanne will check into opportunities, both in person and online.

Carol moved to adjourn at 2:40 PM.