

Minutes of the
Laurel Public Library Board of Trustees

June 12, 2018

Attending

Arthur Vogele
Bill Hanson

Samantha Barnhart
Clair Killebrew

Dixie Feller
Nancy Schmidt

Minutes

Samantha moved that the minutes for April 2018 and May 2018 be approved as read. Dixie seconded the motion. Motion passed.

Correspondence

Thank you from Alice Mord for helping her setup and troubleshoot her new computer. She sent a donation to the library in the amount of \$25.00.

Circulation Report – compared to same time period last year...

Traffic: down 1.1%; circulation: all items circulated totaled 3,242 (including 385 eBooks), book circulation was down 16.1%, media circulation was down 22%, eBook checkouts for this month was 13.7% of total book circulation, we circulated 645 items to partners and 63 items from other libraries; computers: internet use was up 13.7%, children's use was down 37.5%, wi-fi use was down 10.2%; patron cards: city registrations made up 62.1% of library users, county patrons 31.1% and non-resident registered patrons 6.7%. There were 51 tech assists in May.

Old Business

All fluorescent lighting in the library has been changed to new LED lighting. There has been a lot of positive feedback on the change in lights. Patrons are finding it easier to see while browsing for books and staff don't have to deal with light that burn out regularly.

The Library has been the recipient of the Dennis & Phyllis Washington Foundation Pay It Forward grant. Laurel Public Library received a \$500 gift card from the Foundation. Because the funds had to be used by May 31st, library staff spent quite a bit of time deciding what to purchase. It was decided that a 3-D printer was ideal for the library. The grant nominator, Sierra Harbison, stated that there were no restrictions on the purchase, but she was glad that it was used for a 3-D printer and materials. Stop by for a demonstration when Mike is working.

The book sale in May was very successful this year. We received \$1,564.90 in sales, \$50.00 was donated to New Life Church in Billings for 5 metal book shelves. The next book sale is tentatively planned for late October.

Dixie, Arthur, Bill and Nancy attended the Montana Library Association Conference in Bozeman, April 11-14 2018. There were many workshops available to attend that covered anything from creating playwork areas in the library to management succession. We all reported on which workshops we attended and felt it was very informative. MLA Conference for 2019 is scheduled to be held in Helena.

New Business

Nancy participated in some school outreach activities in May. She was invited by the West School librarian, Erika Frisbe, to talk with each of her classes during the week of May 7th. There were 16 separate classes with an average of 19 students per class. Students were encouraged to attend the Summer Reading Program while enjoying their summer vacation. They were also reminded that reading doesn't have to stop just because school is out – the public library is open all year.

Summer Reading Program has started off well. There were over 70 registrants within the first week. We are expecting a good turn out each week for the activities. Weekly activities will be held each week on Wednesday at 1:00 pm except for June 27th and July 4th. A special program will be held Monday, June 25, 2018 at 2:00 pm instead of June 27th. We will be closed for the holiday on July 4th.

Montana PBS will be presenting Clifford, The Big Red Dog at the library on Monday, June 25th at 2:00 pm. They will provide the activities and costume and library staff will provide the actor. We are hoping for many children to attend.

It is time for Public Library Standards to be updated and signed. Standards are required to be met by the Montana State Library as part of receiving out state and federal aid monies. Also updating this month is the South Central Federation Plan of Service. A signature of the Federation Chair, Library Board Chair, and the Federation Director is required for the Plan of Service to be valid.

The Laurel Public Schools is partnering with the Laurel Library to provide hot lunches to ALL students in the Laurel 18 years and younger. Lunches will be provided from 11:00 am to 12:30 pm Monday through Friday in the library Community Room. The lunch program will run all summer with an end date of Friday, August 24, 2018. School resumes Monday, August 27, 2018.

Library Board members asked if the parking lot lines could be remarked. It is hard to see where each spot should be located. Nancy will ask Kurt or Matt about remarking the lines.

Other

Coming up –

Staff vacations

Federation Coordinator's meeting – October, TBD

Addressing the Board

None

Next regular meeting

May 8, 2018 – canceled because of book sale

June 12, 2018

Dixie motioned the Board meeting adjourn, Samantha seconded the motion. Meeting adjourned at 7:01 pm.

Respectfully submitted,



Nancy L. Schmidt