

Fallon County Library Board  
Library Basement  
April 10, 2018  
12:00 PM  
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FALLON COUNTY COMMISSION	
Initial	Date
DR	5-29-18
11	5-29-18
SB	5-29-18

**Convene:** The meeting was called to order by Mark Jacobsen.

**Present:**

Mark Jacobsen - Chair  
Candy Mettler - Trustee  
Mary Pat Graham - Trustee  
Stacey Moore - Director / Recording Secretary

**Absent:**

Gaye Sander - Vice Chair  
Sharon Huether - Trustee

**Public Comment - Agenda Items (10 minutes):** None

**Minutes and Circulation, Service, and Financial Reports:**

Candy Mettler moved and Mary Pat Graham seconded the motion to approve the minutes from the February meeting. All in favor. Motion carried. Candy Mettler moved and Mary Pat Graham seconded the motion to approve the Circulation, Service, and Financial reports for February and March. All in favor. Motion carried.

**Unfinished Business:**

Five (5) policies were reviewed for the second time and voted on, Holds Policy, Holiday Policy, Hours Policy, ILL Policy, and Kindle Borrower Agreement Policy. Candy Mettler moved and Mary Pat Graham seconded the motion to accept the changes to the reviewed policies. All in favor. Motion carried.

**New Business:**

Eight (8) policies were reviewed, Library Records Confidentiality Policy, Longevity Salary Policy, Memorial/Gift/On-Loan Policy, Memorial Purchasing Policy, Non-Resident Library Usage Policy, Protocol Policy, Materials Selection Policy, and Reconsideration Policy. Changes will be made and a vote will be held at the next meeting

Tara Nieberg will become our new intermittent aide.

The Library Board was briefed on upcoming Fiscal Year 2019 Budget. Director Moore will ready the budget and present it to the board at our next meeting.

**Updates:**

Newspapers are digitized through 2013 and loaded to the Montana Newspapers website. We will be continuing to work with them and load newspapers as available. We are also having a MARC Record created for our collection so it can be added to the Library Catalog.

Yearbooks are digitized through 2005.

Genealogy project is finishing K.

Community Choir albums nearing completion.

**Announcements:**

Closures - May 28, 2018 for Memorial Day, regular hours will resume Tuesday following the holiday.

**Next Meeting:**

May 22, 2018 at 12:00 PM in the Fallon County Library Basement.

**Public Comment - Non-Agenda Items (10 minutes):**      None

**Adjournment:**

Mark Jacobsen adjourned the meeting.

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**Mark Jacobsen  
Chairman**

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**Stacey Moore  
Director / Recording Secretary**