MINUTES
CITY OF LAUREL
06/16/2026 06:06 PM
Laurel Public Library

COMMITTEE MEMBERS PRESENT:

X Katie Fjelstad
X Kate Manley – Board Chair
X Nancy Schmidt, Secretary
X Clair Killebrew – Foundation Liaison
X Kay Wilcox
X Paige Farmer – via Zoom
Mary Nelson

OTHERS PRESENT: None

1. Public Comment
   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.
   a. None

2. General Items
   a. The Minutes for April and May 2026 were presented for approval. Katie motioned that the minutes be approved, Kay seconded the motion. Motion passed.
   b. The foundation received a $1,000 grant from Town Pump Charities. It is to be used for the Summer Reading Program to help with the cost of supplies and activities.
   c. Circulation Report – (compared to the same time period as last year) *Traffic*: up 15.9%; *circulation*: all items circulated totaled 4,964 (including 646 eBooks), book circulation was up 23.9%, media circulation was down 51.1%, eBook checkouts for this month was 12.44% of total book circulation, we circulated 1,075 items to partners and 323 items from other libraries; *computers*: internet use was down 33.3%, children's use was down 9.1%, wi-fi use was down 19.6%; *patron cards*: city patrons make up 61% of our registered users, county is 27.8%, and state/out of county has 10.3% of our registered patrons. There were 21 tech assists in May.

3. Old Business
   a. Mike and Eli shared their experiences participating in Montana Library Association. They both attended sessions for doing book repairs, cataloging, AI, and They want to set aside one day a month to repair our library books. Both felt the networking was worth their attendance. Eli stated that it was very informational. We may want to consider participating in the OverDrive Advantage program (Libby app) for our patrons to help

with long wait lists. They both stated that they would be likely to attend future conferences.

b. The book sale made $2,130.58 this time around. We had noticed that the attendance was down from the last two sales, but we were pleased that we made over $2,000. More advertising next time to increase awareness of our upcoming sale. Library staff have suggested that we do 'mini sale' displays each month.
c. Sean Gaskell performed for the library on his Kora Harp. He was very personable and shared some significant information about the harp is made. We had 12 attendees for his performance. It was stated that he should author a book on how he came to be a harp player and where he learned to play.
d. Nancy attended the Coordinator/Commission meeting in Helena on June 9th & 10th. The certification requirements are changing again. Training will need to be completed through the State Library. Any training received through Montana Library Association will not count for hours needed to complete certification. The videos provided by state library consultants will still count toward our certification hours. We just need to make sure we get the time credited to us through the ASPeN platform. The consultants are always looking for new training topics. Each trustee is still being required to put in 3 hours of training per year. At one time the Commissioners felt that everyone should be required to attend a full-day training course one Saturday per year. Coordinators emphasized that we can't REQUIRE volunteers to attend training, we can only ask and encourage.

4. <u>New Business</u>
   a. The library staff have asked for monthly staff meetings. We are going to have a quick ½ hour meeting about issues that have come up recently for workers. If you have any ideas that we need to talk about at our meetings, please let us know so we can add them to our agenda.
   b. The budget has been turned into the clerk/treasurer's office. Nancy shared the projected budget with board members. She explained that increases are in red, decreases are listed in blue, and those line items without changes are in black. When asked if wages would be changed this year, it was stated that eh union contract was signed for 3 years but wage portion was only a one year 7% increase. The questions were about what the director gets paid this year. In previous years, the director would receive whatever amount the Mayor stated non-union employees should get. Katie stated that the director should an increase equal to union wages plus 1% in the next year. All other trustees agreed with her. There were no other questions about the proposed budget.
   c. The Book Buzz Summer Reading Program begins tomorrow. School librarians and teachers will be presenting a program each week in July except for July 29th. The foundation has allowed us to purchase a new 3-D printer to use for various activities.

The theme this year is "Unearth A Story". Mike wants to 'print' dinosaur bones for our last summer activity for the kids to "dig".

d. We are planning to have The Lego Guy – Curtis Mork - come to the library for a presentation. He is going to be here Monday, July 13th to demonstrate some of his Lego crafts. It is an all-age presentation at 1:00 pm in the Community Room.
e. We have two new shelving units coming on Wednesday, June 24th and put together on Thursday, June 25th. We would appreciate any help to move books and dismantle old shelves. We must remove all the books first before we can take apart the old shelves, then replace all the books once the new shelves are in place and put together. The next section we will be replacing is the non-fiction section.

5. Other Items
   a. Nancy is going to call the Western Heritage Center to see if they would be interested in taking the Outlook Archives. We really don't have a lot of space for the papers and negatives.
   b. Katie wants us to think about how we use AI in the library and how we may be using it in the future. This is a discussion we will have at a later meeting.

6. Announcements
   a. The next regular meeting would normally be scheduled for July 7th, 2026, at 6:00.

Adjourned at 7:12 p.m.

Respectfully submitted,

Nancy L Schmidt

Nancy L Schmidt
Library Director
Secretary for the Board

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