**Special Board Meeting Minutes**

**North Jefferson County Public Library District**

**Community Room in the Clancy Old Red Schoolhouse**

**February 10, 2020**

Chair Jane Hamman called the special meeting to order at 2:05 p.m. in the Community Room at the Clancy Old Red Schoolhouse. In attendance were library board members Scott Erickson, Jane Hamman, James Hammill, Beth McNamara, Lynora Rogstad; also attending were Chief Librarian Carly Delsigne, Board Clerk Cheryl Vukasin, and Jeremy Norby, of Independent Insurance Agency who writes policies for MACo, via conference call.

**Planning for Library Services and Space-**

* **Insurance-**
  + Information packet prepared by Carly and trustees has been received by Jeremy.
  + Carly will obtain a validation of our $1.6M library contents, break asset items out between the two libraries and send the information to Jeremy.
  + Jeremy stated we apparently are not currently insured under E&O via Jefferson County coverage through MACo. Board concurred that coverage needs to be obtained and Jeremy will provide information on options.
  + Would we be given notice if MACo or the county chose not to insure us some year in the future? Jeremy stated coverage would be available to the library district by MACo as long as the library remains open for business.
  + Jeremy will be available to answer questions and provide us with the best options/recommendations when we know more about the lease rewrite and any options therein.
  + We are currently paying $2,372.00 per year for comprehensive insurance per Budget Chair Lynora Rogstad.
* **County-Clancy School Lease and Facility Options-**
  + School board is willing to consider a revised lease with the county for the Old Red Schoolhouse.
  + Dave Selvig (School Superintendent) said he would talk with Steve Haddon (County Attorney) regarding revising the lease.
  + The next School board meeting will be on February 11, 2020, and there may be more information on the lease status.
  + Gary Carlson said in a meeting with Commissioners Mullen and Kirsch on January 14th in which the Commission offered the Foundation first claim on the building that the Foundation doesn’t want the building, but there is notice to amend the Foundation bylaws so that they will be able to own property. The foundation seems to be preparing to take the building should it become available.

**Estate of Anne D. Engels-** Jim has been in contact with John H. F. Ufkes Attorney at Law regarding the gift to North Jefferson County Library. We do not expect much; Jim will keep us informed.

**Dawn Ruf Memorial-** We received about $125; Carly will provide an update at our next board meeting.

**Legal Tender Lectures-** We received $360 from the lecture series at the Legal Tender, which will be a big help with Summer Reading program costs.

**Montana City Library Building/Land Options**- Possible options include Hardware Café, Nurses Association, lot behind the store, fire department old space. Beth will keep us informed of options in case we need them if the current Montana City space were to be sold.

**Future Possibilities**- Steele-Reese, Treacy Foundation, David Baldacci, Dolly Parton, Ash Grove.

**Action Items-**

* Provide a validation of contents for Clancy & Montana City Libraries to Jeremy Norby.
* Share any insurance updates from Jeremy Norby.
* Provide updates from any school board or facilities committee meetings.
* Provide updates on any information from Steve Haddon or County Commissioners.
* Draft a communication to our community/patrons to dispel some of the rumors and fears.

Since there is positive progress underway on both insurance and lease matters, discussions will continue at regular library board meetings. The next regular meeting is March 19, 2020 at 5:00pm in the Community Room at the Clancy Old Red Schoolhouse.

Meeting adjourned by Jane Hamman at 3:15pm.

Respectfully submitted,

Cheryl Vukasin

NJCPLD Clerk