

AGENDA  
CITY OF LAUREL  
Library Board  
11/08/2020                      06:00 PM  
Laurel Public Library

1. Public Input

*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. Addressing the Board

2. General Items

- a. Minutes – Sep & Oct 2020
- b. Correspondence – Schmitt memorial
- c. Circulation Report Traffic: down 24.8%; circulation: all items circulated totaled 3,865 (including 488 eBooks), book circulation was down 7.7%, media circulation was down 37.1%, eBook checkouts for this month was 14.3% of total book circulation, we circulated 844 items to partners and 163 items from other libraries; computers: internet use was down 7.2 %, children’s use was down 85%, wi-fi use : up 1%; patron cards: city registrations made up 55.1% of library users, county patrons 41.3% and non-resident registered patrons 3.1%. There were 44 tech assists in October.

3. New Business

- a. Library Standards - Personnel Policy
- b. Library Use Policy
- c. Annual Statistics
- d. iPads & hotspots

4. Old Business

- a. Library closed for deep cleaning
- b. Book Sale – final count & TY cards to very generous donors \$4,100
- c. Foundation Business – balance

5. Other Items

- a. Upcoming Items –  
Board vacancy – nothing from Mayor  
Open Saturday after Thanksgiving  
Closed days for Christmas and New Years  
Staff and Trustee pizza party?

6. Announcements

- a. Next regular meeting – December 8, 2020

The City makes reasonable accommodations for any known disability that may interfere with a person’s ability to participate in this meeting. Persons needing accommodation must notify the City Clerk’s Office to make needed arrangements. To make your request known, please call 406-628-7431, or write to the City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.