



LIBRARIES

Library Board of Trustees Meeting
Wednesday, August 29 2018 9:00 am
ImagineIF Kalispell
MEETING MINUTES

Present: Michael Morton, Connie Leistiko, Marsha Sultz, (Board);
Connie Behe, Teri Dugan, Kat Wilson, Ellie Newell (Staff); Charlotte
Housel (Foundation).

Call to Order: M. Morton called the meeting to order at 9:00 am.

I. Open time for persons to address the Board

New Customer Experience Librarian, Kat Wilson introduced herself to the Board. Ellie Newell, the library's new Youth Services Librarian greeted the Board. M. Morton inquired about the board receiving an updated organizational chart of library staff.

II. Approval of Minutes

Moved by C. Leistiko "that we approve the minutes of the July 25, 2018 Library Board Meeting as presented with wording correction noted."

Seconded by M. Sultz

APPROVED

Facilities Meeting Minutes

Moved by M. Sultz "to accept the Library Facility Committee Minutes of July 11, 2018 and July 20, 2018 as presented."

Seconded by C. Leistiko

APPROVED

III. Reports

June Financial Report

Moved by C. Leistiko "to accept the July 2018 Financial Report as presented."

Seconded by M. Sultz

ACCEPTED

Director and Staff Reports

- C. Leistiko expressed her gratitude for the Director's report. C. Housel finds the report a useful tool is advocating for the library. The board agreed that such reporting is of great value.
- C. Behe has begun meeting with each library staff with informal meet and greet sessions. Behe is enjoying the connection she shares with each staff person.

Strategic Plan Update

- C. Behe presented the 2018-2022 Strategic Plan. The graphic design and content are complete and reflect the style and branding of ImagineIF Libraries. C. Behe explained the use of the strategic plan in the day-to-day planning and implementation of library services.

- M. Morton would like to see a chart showing completion dates of organizational competencies.
- C. Leistiko thanked Behe and the Strategic Planning team for working hard and doing such a great job on the new plan.

Moved by M. Sultz "to approve FY19-FY23 Strategic Plan as presented."
Seconded by C. Leistiko **APPROVED**

Facilities Committee Report-Morton

- Morton shared highlights of a draft parking agreement between Bethany Lutheran church in Bigfork and the Library. The draft also details shared expenses between the church and the future possible site of the Bigfork library. The facilities committee plans to meet and present the agreement to the board for approval.
- Feasibility of the Kalispell Mall being the site of a future library was discussed.

Foundation Report-Housel

- C. Housel announced the Foundation received a 10K grant from Weyerhauser.
- A \$2500 grant was awarded from the Kalispell Rotary Club.
- A new Executive Administrative Assistant was hired by the Library Foundation.
- Lunch and Learn programs continue to bring connection and interest from community partners.
- The Library Foundation is seeking new board members. A capital campaign committee for the possible future Bigfork library is in the process of being formed.

IV. Old Business

Library District Discussion

- This topic will be placed on the Board Retreat agenda scheduled for October 9.

V. New Business

Library Board Retreat-October 9

- Agenda items and objectives for the retreat were discussed. Some agenda items considered were the forming of a library district, building relationships with the county commissioners, FY20 budget, and the role of the board in fundraising.

FY20 Budget

- The board would like to research ways to recoup the budget cuts that occurred in FY19. Plans should be in place in case the library is unable to recoup the cuts for FY20.

Terri Guidi Resignation

- T. Guidi submitted a letter for immediate resignation from the library board. Discussion regarding filling the position with a new board member will be discussed at the September board meeting.

Housekeeping

Next regular meeting, Wednesday, September 26, 2018, Kalispell.
Montana State Library Fall Workshops, September 17-18, 2018. Billings.
Montana Nonprofit Association, October 2-4, Helena.
Lunch with Libby Board and Staff, November 15, 11-2, Kalispell.

VI. Adjourn: 10:40 pm