

**A REGULAR MEETING OF ImagineIF Libraries BOARD OF TRUSTEES
WAS HELD ON JANUARY 22, 2014 AT ImagineIF LIBRARY KALISPELL
AT 9:00AM.**

PRESENT: Al Logan- (Chair) Kim Crowley-(Library Director)
Michael Morton-(Vice-Chair) Teri Dugan-(Office Assistant)
Connie Leistiko-(Trustee) Dori Muehlhof-(Library Foundation)
Terry Guidi-(Trustee) Bill Wilson-(Himmel and Wilson)
Jane Lopp (Trustee) Carla Fisher-(Library Foundation)
Rishara Finsel- (ImagineIF) Sam Crompton-(ImagineIF)
Martha Furman-(ImagineIF)

WELCOME: The Chair called the meeting to order at 9:06 am.

D. MUEHLHOF gave a brief report regarding the Library Foundation year end donation receipts which have increased from last year.

APPROVAL OF MINUTES: Board Meeting, Wednesday, December 4, 2013. (ACTION)

MOVED BY C. LEISTIKO, "to accept the minutes from the regular meeting on December 4, 2013."

SECONDED BY M.MORTON.

CARRIED

REPORTS:

Financial Report – Dugan, Crowley

ACCEPTANCE OF FINANCIAL REPORT (ACTION):

MOVED BY M. MORTON, "to accept the Financial Report for the month of NOVEMBER 2013."

SECONDED BY T. GUIDI.

CARRIED

MOVED BY T.GUIDI, "to accept the Financial Report for the month of DECEMBER, 2013."

SECONDED BY M. MORTON.

CARRIED

Board Training: Federation Role-Logan, Crowley

- A presentation of the role of Library Federations took place.
- A Q&A followed the presentation.

Director and Staff Reports: Crowley

Volunteer Coordination-Szuch

- Volunteer hours spent by Library Trustees and Foundation members will begin to be tracked.
- Tracking will be done online and will follow the same procedures for all library volunteers.

Branding Update:

- The ImagineIF Libraries launch week was a great success.
- Door count numbers were up significantly in Kalispell and Columbia Falls.
- Check Outs were also increased in Kalispell and Columbia Falls.
- **Maia Dodge** received special recognition for her effort in bringing many extra participants to the ImagineIF party on Friday, January 17th.
- **J. Lopp** suggested a news release on launch week statistics.
- Reactions to the new brand were overwhelmingly positive. There have been some negative reactions; however, conversations with staff and customer have allayed most of these.

Policies and name change:

- No legal change of name is necessary.
- Still considered the library, a department of Flathead County
- Crowley is working with Tease Law Firm to file trademark papers on behalf of ImagineIF.
- A "General Policy Statement" was discussed that would precede all other policies and reference the name change.

J. LOPP MOVED, "to adopt ImagineIF Libraries Policy 0001, General Policy Statement, subject to approval by the County Attorney."

SECONDED BY M. MORTON.

CARRIED

OLD BUSINESS

Board Advance, Part II

- The Library is working with N. Cooney on the next steps of the Strategic Plan.
- A fee proposal from Cooney for the strategic plan process was distributed.
- A planning calendar was distributed and discussed. This calendar will serve as planning for upcoming dates to develop a strategic plan and facilities master plan.
- **N. Cooney** and **Himmel and Wilson** are consultants on these projects.

J. LOPP MOVED, "to engage Ned Cooney to facilitate the Strategic Planning Process for the Library for a fee of \$4000 with the possible addition of Community Listening Sessions for an additional \$1000."

T. GUIDI SECONDED

CARRIED

K. CROWLEY brought to the Board's attention a letter written by **A. LOGAN** to the Environmental Management Support Incorporated, stating the Library in support of the EPA Brownfields Assessment Grant Application of the City of Kalispell.

BREAK: 10:40 AM

RECONVENED: 10:59 AM

NEW BUSINESS

Himmel and Wilson Draft Report:

- A draft report for Library space needs was presented by Bill Wilson.
- The report considered factors such as population growth, demographic profiles, usage maps, service areas and age characteristics of library users.
- Discussion centered on information in preliminary report.
- Library staff was invited to comment and share their input on the report.

- Wilson will be back with a final report on February 20th

The Library Board verbalized a special Thank You and recognition to **R. FINSEL** for her dedication and professionalism as Senior Librarian with the Library over the past 5 years and wishes her well in her future endeavors as a Library Director.

HOUSEKEEPING:

- Meeting with Bill Wilson re: Facilities Master Plan, Feb 20th, time TBD
- Next regular meeting: Wednesday, February 26, 2014 9:00 AM, Jane Lopp and Associates, Kalispell.
- LOUD at the Library: Thursday, March 20, 2014, 5:30 PM, ImagineIF Libraries Kalispell.

ADJOURN: 1:11 PM