



LIBRARIES

**Library Board of Trustees Meeting
Wednesday, January 27, 2016, 9:30 am
ImagineIF Columbia Falls**

MEETING MINUTES

**Present: Al Logan, Michael Morton, Connie Leistiko, Terry Guidi (Board);
Kim Crowley, Connie Behe, Teri Dugan, Sean Anderson, Megan Glidden
(Staff); Sarah Johnson (Library Foundation).**

- I. Call to Order:** T. Guidi called the meeting to order at 9:39 am.
- II. Open time for persons to address the Board:**
- III. Approval of Minutes:**
Moved by A. Logan "that we approve the minutes of the December 9, 2015 Board meeting as presented."
Seconded by C. Leistiko **APPROVED**
- IV. Reports**
Tour of ImagineIF Columbia Falls- Anderson, Edmundson
 - Anderson presented "before" pictures of ImagineIF Columbia Falls.
 - The Library Board and meeting attendees toured the newly remodeled and updated spaces of ImagineIF Columbia Falls. As of January 26th, all areas, aspects and details of the remodel are complete.
Financial Report:
Moved by M. Morton "that we accept the November and December 2015 Finance Reports as presented."
Seconded by C. Leistiko **ACCEPTED**
 - Anderson gave an expense report on the Columbia Falls Remodel. The total cost of the remodel was \$127,560 funded from the Library Depreciation Reserve Fund.
 - Crowley explained about a new CIP fund established by the county finance department in which the County Commissioners will have sole discretion to allocate funds for future library facilities.
 - This CIP fund is separate from other library funds and will be at the discretion of the County Commissioners.

Moved by C. Leistiko "to ask the county to establish a separate CIP fund for the depositing of county money for future library facilities."

Seconded by M. Morton

APPROVED

Budget Amendment:

- Crowley reported the work being done on ImagineIF Bigfork.
- The Bigfork Community Foundation Trust donated \$12,400 in December 2015 for this purpose and an additional \$23,000 is needed to complete the project.
- The project involves new shelving, new carpet, and reconfigured spaces.
- In FY2017 we will have saved \$125,000 for the "Furniture and Shelving" project in the Library's Capital Improvement Plan.
- Crowley proposed the library spend \$23,000 this year from the CIP, leaving \$102,000 to be spent in FY17.

Moved by M. Morton "to authorize spending of \$23,000 from CIP fund for furniture and shelving upgrades for the purposes of completing the renovation of ImagineIF Bigfork."

Seconded by A. Logan

APPROVED

Directors Report:

- Crowley noted that the County Bridge Crew has been great to work with.
- Behe reported that the headaches experienced by staff with desks in the basement seem to have been caused by bright lighting in staff areas. The lighting has been corrected with diffusers, desk lamps and dimming overhead lighting.

Statistics:

- Behe reported Nov/Dec FY15 and Nov/Dec FY16 comparison statistics for Columbia Falls. Checkouts were up 16.75% for those two months over last year for the same period. Building traffic is up 13% and program attendance up a whopping 155%. The majority of the program attendance is due to adult experience zones.
- Building traffic is slightly up system wide.
- Wireless usage is up system wide.
- With half the year elapsed, most strategic plan goals are on target to be met.

Stories Worth Telling: Community Engagement- Glidden

- Glidden reported on the latest programs and activities in and out of the library.

- Glidden’s presentation included a slide show highlighting current and past community engagement programs.

Foundation Report

- Johnson provided an update to the Library Lunch and Learn program.
- ImagineIF Library Foundation has applied for a grant from Applied Materials.
- Kalispell Brewing Company will supply the beer for Loud at The Library on March 24th.
- Corporate sponsors are being secured for Loud at The Library fundraiser.
- The Library Foundation continues to build relationships with partners.

Facilities Committee Report

- An appraisal for a potential site in Columbia Falls is scheduled.
- No specific updates regarding a Kalispell future site.
- Research continues into possible future Bigfork sites.

V. New Business

Early Closure on March 24th (ACTION)

Moved by A. Logan “to close all ImagineIF Library locations at 4pm on March 24 for Loud at The Library.

Seconded by C. Leistiko.

APPROVED

VI. Foundation MOU (ACTION)

- Crowley presented the updated and corrected document.
Moved by M. Morton “that the MOU between ImagineIF Libraries and ImagineIF Library Foundation be approved by this Board.”

Seconded by C. Leistiko

APPROVED

VII. Policy Updates: (ACTION)

- The Library Policies Committee met earlier in the month to make and suggest changes and updates to current policies.

Policy 6000 Library Personnel (ACTION)

Moved by C. Leistiko “to revise Policy 6000 Library Personnel as presented.”

Seconded by M. Morton

APPROVED

Policy 1000 Library Board Powers and Duties (ACTION)

Moved by M. Morton “to adopt Policy 1000 Library Board Powers and Duties with the inclusion of Legislative History.”

Seconded by A. Logan

APPROVED

Housekeeping

Next regular meeting: Wednesday, February 24, 2016, 9AM,
ImagineIF Kalispell.

VIII. Adjourn: 12:34 PM.