

**A REGULAR MEETING OF ImagineIF Libraries BOARD OF TRUSTEES
WAS HELD ON FEBRUARY 26, 2014 AT JANE LOPP & ASSOCIATES 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) April Szuch-(ImagineIF Libraries)
Jane Lopp (Trustee) Ned Cooney-(Ascent Strategic Dev.)

WELCOME: The Chair called the meeting to order at 9:15 am.

D. MUEHLHOF – Loud at The Library plans and organization is right on schedule. No other reports.

**APPROVAL OF MINUTES: Board Meeting, Thursday, January 2, 2014.
(ACTION)**

MOVED BY C. LEISTIKO, “to accept the minutes from the regular meeting on January 2, 2014.”

SECONDED BY M.MORTON. **CARRIED**

REPORTS:

Financial Report – Dugan, Crowley

ACCEPTANCE OF FINANCIAL REPORT (ACTION):

MOVED BY C. LEISTIKO, “to accept the Financial Report for the month of December 2013 with clarification from the County regarding the Library Depreciation Fund.”

SECONDED BY M. MORTON **CARRIED**

Board Training: MLA Role-Logan, Crowley

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

Director and Staff Reports: Crowley

Online Volunteer Hours Reporting-Szuch

- Online logging of Volunteer hours spent by Library Trustees and Foundation members is now available for use.
- Log in procedures were reviewed.

MLA-Billings MT

- **Crowley, Glidden, Furman, and Logan** plan to attend the MLA Conference in April.
- Details to follow.

Library Landscape Project

- The Library Foundation is planning to raise \$10,000 for the project.
- **D. Muehlhof** has created an online catalog of plants for the public to purchase. An honorarium can be made with the purchases.
- Leadership Flathead has committed to working on the project on Earth Day 2014 with help from Flathead County.
- A Landscape Architect will help design the area.

Budget Calendar

- **Crowley** discussed the budget process calendar.
- Upcoming meetings and discussions were scheduled.
- **Logan and Morton** are part of the budget committee.

Performance Measures and Work Load Indicators

- Performance Measures were discussed.
- A question and answer period followed.
- Statistics will be reviewed to complete indicators.

Capital Improvement Plan project sheets

- CIP plan discussed.
- Columbia Falls project is not in the Commissioners approved FY 2014 budget.
- Project sheets will be created for the CF project with information from the Facilities Master Plan.

Printing Bid (ACTION)

C. LEISTIKO MOVED "to accept and authorize the bid for printing ImagineIF business cards, letterhead and envelopes with Trippets Printing."

SECONDED BY T.GUIDI.

CARRIED

OLD BUSINESS:

Facilities Master Plan

- Library consultant, Bill Wilson presented the Library Facilities Master Plan Draft to the County Commissioners on February 21, 2014.

Lunch and Learn

- Library Foundation is ready to begin Lunch and Learn.
- It is preferred to have the Facilities Master Plan complete before beginning Lunch and Learn activities.

NEW BUSINESS

Early Closure for Loud at The Library:

M. MORTON MOVED: "to authorize closure of Main Library at 4:00PM on Thursday, March 20th and if needed to close the Columbia Falls Branch at 5:00PM on the same day."

SECONDED BY C. LEISTIKO

CARRIED

Some agenda items were rescheduled for the next Board meeting in March.

Housekeeping:

Next regular meeting: Wednesday, March 26, 2014, 9:00 am, Kalispell.

Loud at The Library: Thursday, March 20, 2014, 5:30 pm.

LOGAN recognized **K. Crowley** for her 10 years of leadership as Library Director of ImagineIF Libraries.

Adjourned: 11:40 AM

Lunch

Library Board Advance Part II

Called to session: 12:00 Noon.

Facilitator **Ned Cooney** and the ImagineIF Library Board of Trustees participated in a follow-up Work Session.

Tasks Included:

- Reflections and discussion of new brand and Facility Plan roll out.
- Strategic Planning Process and timing.
- Trustee role in Facility Planning and other priorities.

Meeting adjourned: 3:30PM.