

ACCEPTANCE OF FINANCIAL REPORT (ACTION):

MOVED BY M. MORTON, "to accept the Financial Report for the month of **FEBRUARY 2014** as presented with needed adjustments."

SECONDED BY J. LOPP

CARRIED

ACCEPTANCE OF J. WILKINSON'S RESOLUTION (ACTION)

MOVED BY J. LOPP, "to accept the resolution of 27 years of service to be presented to J. WILKERSON."

SECONDED BY M. MORTON

CARRIED

J. WILKERSON was commended by the board for 27 years of excellent service to the library. A. LOGAN presented Jane with a plaque and read the following resolution:

WHEREAS, it has been brought to the attention of the Board of Trustees of ImagineIF Libraries that Jane Wilkinson's last day with ImagineIF (formerly Flathead County Library System) will be March 26, 2014; and

WHEREAS, Jane has been a valued staff member for nearly twenty-seven years, beginning her career in Columbia Falls as a shelver; and

WHEREAS, Jane has been an exceptional staff member, and has shown the very best customer service to countless community members and co-workers during her tenure at the Flathead County Library System and ImagineIF; and

WHEREAS, Jane has embodied the role of Advisor by being a model to her co-workers of cheerful service, and has modeled the library core values like no other; and

WHEREAS, Jane has excelled in building relationships with customers, developing a sense of their tastes in reading and entertainment, discussing and recommending materials, and adding a personal touch to their library visits;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of ImagineIF Libraries does hereby congratulate Jane Wilkinson on her service to the Flathead County Library System and ImagineIF Libraries, expressing publicly sincere appreciation for that service and offering best wishes for her retirement.

Director and Staff Reports: Crowley

K.CROWLEY shared information about EveryLibrary <http://everylibrary.org/> a nonprofit chartered to work exclusively on local library ballot initiatives. Crowley met with John Chrastka and Patrick Sweeney while at PLA in Indianapolis.

MLA Billings

- Crowley, Furman, and Glidden will be presenting a total of 4 workshops at the conference. Al Logan and Dori Muehlhof will also attend.
- The conference is April 9-12, 2014 and the van will leave on the morning of April 8th to travel to Billings.

Budget Calendar

- The Administrative budget review for the library is April 14.

FY15 Draft Budget

- K.CROWLEY presented the FY15 draft budget for all funds.
- The county Human Resource department is working on a salary survey that could affect our salary-related line items. Most employees in the materials handler and library advisor job classifications would receive a slight increase. Two or three individual positions in the librarian and office assistant classifications would be frozen for one year. The library director position is currently being paid slightly less than the market warrants.

BREAK: 10:50 AM

RESUME MEETING: 11:00 AM

Capital Improvement Plan project sheets

- Furniture and Shelving Upgrades FY17 (\$25,000 per year)
- Honda Van FY17 (\$6,000 per year)
- Library Courier Van FY 16 (\$11,000 per year)
- Facilities master plan projects include:
 - a. ImagineIF Library, Bigfork
 - b. ImagineIF Library Central Library, Kalispell
 - c. ImagineIF Library, Columbia Falls

Library Director Evaluation

- J. LOPP and T. GUIDI met to discuss the evaluation process.
- A suggestion to use the current evaluation tool with some modifications would be preferred.
- The evaluation committee would like to have authority to complete the Director’s evaluation.
- Discussion about the format of the Director’s evaluation will be put on the April Agenda for the regular Board Meeting.

OLD BUSINESS:

Lists of potential outreach people and organizations: Board Trustees are currently working on their individual lists to be presented at April meeting

NEW BUSINESS

Budget Amendment for Gift Account 7055 (ACTION)

J. LOPP MOVED: “to increase budgeted expenditures by \$20,000 for FY14.”

SECONDED BY M. MORTON

CARRIED

Budget Amendment for Depreciation Fund 4020 (ACTION)

J.Lopp MOVED: “to budget revenue for \$8475.00 that was received from the Library Foundation for the Library Facilities Master Plan and to increase budgeted expenses by \$29,290.00 that was paid to Van Dort for HVAC improvements.”

SECONDED BY M. MORTON

CARRIED

Approve FY15 Draft Budget (ACTION)

M. MORTON MOVED: “to approve the FY15 Draft Budget to be presented to the County for approval.”

SECONDED BY J. LOPP

CARRIED

Approve Facilities Master Plan Draft (ACTION)

J. LOPP MOVED: “to approve the facilities master plan draft presented by Himmel and Wilson.”

SECONDED BY M. MORTON

CARRIED

Capital Improvement Plan project sheets (ACTION)

M. MORTON MOVED: “to approve the CIP project sheets for FY15 to be presented to the County for approval.”

SECONDED BY J. LOPP

CARRIED

A. LOGAN announced that **D. STACY** has completed her requirements for Library certification. Both Crowley and Logan will send her a congratulatory card.

Housekeeping:

All Staff Meeting: Dealing with Mental Illness in the Library.

MLA Billings: April 9-12, 2014.

Administrative Budget Review: Monday, April 14, 2014, 1:30PM.

Next regular meeting: Wednesday, April 23, 2014, 9:00am, Kalispell

Tamarack Federation Meeting: May 16-17th, Marina Cay, Bigfork.

Adjourn: 12:03PM