



LIBRARIES

**Library Board of Trustees Meeting
Tuesday, June 23, 2015, 10:00 am
ImagineIF Kalispell**

MEETING MINUTES

**Present: Al Logan, Michael Morton, Connie Leistiko, Terry Guidi (Board);
Kim Crowley, Connie Behe, Teri Dugan, April Vomfell (Staff); Sarah
Johnson (Library Foundation)**

I. Call to Order: A. Logan called the meeting to order at 10:10 am.

II. Open time for persons to address the Board: None

III. Approval of Minutes:

Moved by C. Leistiko "that we approve the minutes of the May 27, 2015 Board meeting as presented."

Seconded by M. Morton

APPROVED

IV. Reports

Finance Report:

Moved by M. Morton "that we accept the May 2015 Finance Report for Operating Fund 2220 as presented and table May Finance Reports for Library Depreciation Fund and Library Gift and Memorial Fund."

Seconded by T. Guidi

ACCEPTED

Adjusted FY16 Budget

- K. Crowley presented updated adjustments to the FY16 budgets.
- A new activity code has been dedicated to Processing Materials.

Communications Plan Report:

- A. Vomfell presented a tool she is using to track effects and reach of marketing and publicity. This web based tool helps to measure success of targeted marketing campaigns, website, and Facebook page.

Foundation Report:

- S. Johnson reported that the Lunch and Learn program continues to prove successful.

- Some rescheduling will take place to prevent conflict with the Kalispell Chamber of Commerce luncheons.
- An operating agreement between the Library Foundation and the Library is currently being reviewed.
- S. Johnson has been working with A. Vomfell to revamp the email newsletter and create a summer appeal letter that will come from the Library Foundation.

Bigfork Site Selection Report:

- M. Morton reported that a Bigfork Community Meeting has been planned for Monday, July 13, 3-5:30pm at the Community Methodist Church. This meeting will gather community input about what they want to see in a future library.

BREAK 12:00PM
10 Minutes
RESUME 12:12PM

Old Business:

Approval of adjusted budget for FY 2016: (ACTION)

Moved by C. Leistiko "moves to approve the adjusted FY16 budget as presented."

Seconded by M. Morton

APPROVED

V. New Business

A. FY16 Strategic Plan Organizational Competencies and Objectives to approve in concept. (ACTION)

- C. Behe presented updated Strategic Plan Objectives and Organizational Competencies. These included goals in Measuring Success, Staff Organizational Competencies and Library Board Action Plan.
- In July staff will present objectives with actual targets based on FY15 year-end statistics.

Moved by C. Leistiko "to approve in concept the updated strategic plan as presented."

Seconded by M. Morton

APPROVED

B. Permission to open ImagineIF Columbia Falls at 1:00pm and ImagineIF Kalispell at 11:00 am on summer parade days. (ACTION)

Moved by T. Guidi "to give permission for ImagineIF Columbia Falls to open at 1:00pm on Saturday, July 25 and ImagineIF Kalispell to open at 11:00am on Friday, August 21 to allow staff to participate in local parades."

Seconded by C. Leistiko

APPROVED

VI. Library Director's annual evaluation part 1.

- The Library Director requested an executive session for the meeting. Logan closed the general meeting at 12:43
- Out of executive session and meeting re-opened at 12:55
- During session Crowley gave board a self-assessment of progress towards the Strategic Planning Goals and Objectives.
- Morton presented a document called Performance Conversation Topics that will be used to focus a discussion of Crowley's performance at the next Board meeting.

VII. Housekeeping

- Bigfork Community Meeting, July 13, 2015. Community Methodist Church, 5-6:30pm.
- Next regular meeting: July 22, 2015. ImagineIF Kalispell, 9am.

VIII. Adjourn: 1:00PM.