



LIBRARIES

**Library Board of Trustees Meeting
Monday, August 25, 2014, 9:00 am
ImagineIF Kalispell**

MEETING MINUTES

Present: Al Logan, Michael Morton, Connie Leistiko, Jane Lopp (Board); Kim Crowley, Connie Behe, Teri Dugan (staff); Dori Muehlhof (Foundation)

- I. Call to Order:** Logan called the meeting to order at 9:08 am.
- II. Open time for persons to address the Board:** Muehlhof reported that the Foundation Board has approved moving forward with DBA ImagineIF Library Foundation.
- III. Approval of Minutes:**
Moved by M. Morton "that we approve the minutes of the July 23, 2014 Board meeting as presented."
Seconded by C. Leistiko **APPROVED**
- IV. Reports**
Finance Report:
Moved by C. Leistiko "that we approve the June 2014 Finance Report as presented."
Seconded by J. Lopp **APPROVED**

Director and Staff Reports:

- Crowley reported on the recent County Management Team meeting, where Mike Pence unveiled a plan to collect taxes specifically for jail renovation and a new gym.
- Crowley and Behe reported they presented at the Pacific Northwest Library Association meeting in Helena. Their workshop, "Risky Business" centered on staff culture and branding here at ImagineIF Libraries. They have been invited to Beaverton, OR as keynote speakers for their staff in-service day.
- Statistics: Behe gave July progress report and performance overview.

Foundation Report:

- Logan stated that the Foundation Board has approved the use of ImagineIF in their "Doing Business As" name.

- A strategic planning session to dovetail with the Library's strategic plan is recommended for the library foundation.
- Muehlhof gave an update on the Library Lunch and Learn program.

V. Old Business

Strategic Plan elevator speeches:

- Lopp presented multiple examples of the elevator speech.
- Logan gave an elevator speech.
- Morton submitted a copy of his elevator speech that he presented at the last meeting.

BREAK 11:00

RESUME 11:09

VI. New Business

Election of Officers (ACTION)

- J. Lopp nominated T. Guidi as Vice Chair of ImagineIF Libraries Board of Trustees.
Seconded by M. Morton. **APPROVED**
- M. Morton nominated A. Logan as Chair of ImagineIF Libraries Board of Trustees.
Seconded by C. Leistiko. **APPROVED**
- Logan suggested keeping the committee appointments as structured. The Board agreed.

Authority to interview and possibly hire a commercial real estate agent. (ACTION)

- A commercial realtor was suggested to have on retainer to help research possible properties for future library sites.
- This action will be referred to the Facilities Committee.

Strategic Plan Communications: plan for building communications with Commissioners.

The Library Board is putting together a plan to keep the Commissioners informed on library future plans and ways to partner with the Commissioners.

Strategic Plan Research: compilation of examples of capital campaign plans, timelines, and role of trustees.

- Leistiko reported on research completed.
- The first step to a capital campaign is a Feasibility study.
- A capital campaign plan needs to be completed to go forward.

Strategic Plan Research: information on legal restrictions for trustee and staff activities re: fundraising.

- Leistiko suggested having the county attorney come and speak to the Board about restrictions.
- The board will make a list of 10 questions to ask the county attorney to speak to.

Strategic Plan Foundation Partnership: ask the Foundation to explore possibility and process for contracting with architects.

- Logan has brought this task to the attention of the Foundation.
- The facilities committee will plan steps for the process toward new facilities.

Crowley will email Strategic Plan task expectations for next month's meeting to the Library Board.

VII. Housekeeping:

September 24, 2014, 9:00 am, Regular Board Meeting, Kalispell

12:34 pm Adjourn