

A REGULAR MEETING OF THE FLATHEAD COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES WAS HELD ON DECEMBER 3, 2009 AT THE BIGFORK BRANCH LIBRARY AT 9:00AM

PRESENT: Jane Lopp (Chair) Kim Crowley (Library Director)
Kristi Hatfield (Trustee) Karen Marr (Minute Clerk)
Connie Leistiko (Trustee) Connie Behe (Branch Svc Librarian)
Laura Long (Trustee) Rita Shaw (Bigfork Branch Manager)
Annie Leberman (Bigfork Library Assistant)

ABSENT: Terry Petersen (Vice Chair)

WELCOME: The Chair called the meeting to order at 9:11am and welcomed those present.

OPEN TIME FOR PERSONS TO ADDRESS THE BOARD: No one present to speak

APPROVAL OF MINUTES:

MOVED BY L LONG, "that the minutes from the regular meeting on October 22, 2009 are approved as presented."

SECONDED BY K HATFIELD

CARRIED

The order of the agenda was changed to approve the resolution for Rita Shaw before the presentation at 10:00am.

MOVED BY K HATFIELD, "that the Board approves the resolution acknowledging Rita Shaw's 25 years of service".

SECONDED BY L LONG

CARRIED

A. Resolution re: retirement – Lopp (Action)

1. Jane Lopp read and presented a framed resolution to Rita Shaw in recognition of her 25 years of service. Shaw will be retiring December 5, 2009. Other board members gave congratulatory remarks as well.
2. Annie Leberman was introduced to the Board as the new Library Manager for the Bigfork Branch.

REPORTS:

A. Financial Report – Marr

1. October reports are still preliminary.
2. Cash balance at the end of the month was (15,418.66).
3. There are coding errors in office supplies of (2,426) but corrections have been sent to Finance.
4. Expenses in Fund 7055 are itemized on the report.

MOVED BY L LONG, "that the Preliminary Financial Reports for the month of October, 2009 are accepted".

SECONDED BY C LEISTIKO

CARRIED

B. Director's Report – Crowley

1. Laura Long and Kristi Hatfield attended the Tamarack Federation meeting held at Glacier Discovery Square in Columbia Falls. The meeting was very successful and Teen Services Librarian Martha Furman gave an excellent workshop on library services to teens.
2. Furman has been invited to give a presentation to the board on Teen Services at a future meeting.
3. October Statistics –
 - a. Statistics for the month October a 5-year increase of 44% (FY 05 –FY 10)
 - b. YTD checkouts (July 1 – Oct 31) are up 12% over last year and building traffic is up 4.64% systemwide.
4. Staff Core values draft
 - a. Staff has been working with Ned Cooney and Nan Russell for the past year on communication, trust and change management.
 - b. The all-staff, all-day workshop on October 30, 2009 had everyone in attendance except for two staff members.
 - c. On Oct 30th staff choose a smaller representative group to hammer out core values and a draft was presented at the November all-staff.
 - d. The all-staff meeting was followed by an online survey and another meeting of the smaller group regarding the core values.
5. Architectural concepts survey report
 - a. Crowley passed out and reviewed copies of statistics obtained from the survey at the Main Library.
 - b. Generally most comments were positive.
 - c. Lopp suggested that walking tours of the working areas be given so the public would see the space needs of the employees.
6. Montana Library Commission meeting
 - a. Crowley attended the Montana Library Commission meeting in Helena on Dec. 2, 2009.
 - b. The Federations gave their annual reports.
 - c. The Network Advisory Committee gave their recommendation on the re-appropriation of the \$200,000 ILL funds to be split between the Montana Shared Catalog and OCLC.
 - d. The vote was 5-1 in favor of the reappropriation.
7. Collection management policy
 - a. Mark Stevens had asked the board at a previous meeting if anyone signs off on the weeding list.
 - b. Crowley stated that a computer generated weeding list is printed based on criteria decided upon by selection librarians.
 - c. Items are pulled from the shelves and the Professional Librarian in charge of that collection reviews them to see if items need to be replaced or discarded.

8. Book drop update
 - a. Stickers are going to be placed on over-sized materials asking that they not be put in the book drop. These items do get damaged when put in the drop.

C. Flathead Library Foundation Report – Lopp

1. The annual giving letter should be in the mail by the second week of December.
2. Currently the Foundation does not have a Director but there is a committee in place to consider filling the position.
3. The Foundation is discussing a social gathering in February or March, 2010.

MOVED BY C LEISTIKO, “that the Board suggest to the Foundation Board that they consider a Legacy campaign and a donor identification campaign.”

SECONDED BY L LONG

CARRIED

Lopp will talk to Roy Beekman, president of the Foundation, about a joint workshop prior to the next Foundation meeting on January 20, 2010.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

A. Planning for Results 2010 – authorization of consultant

After discussion, Lopp suggested that this item be postponed until a future meeting.

B. Montana Supreme Court decision re: Butte Silver Bow Public Library (discussion)

This item was postponed until the January 28, 2010 meeting.

ADJOURNMENT: Meeting adjourned at 11:50a.m.

NEXT REGULAR MEETING: January 28, 2010 at 9:00a.m. at the Main Library