



2. **Children's Librarian position –**

The director reported that Martha Furman has become the new Youth Services Librarian. This position was created to combine teen services and children's services into one department. It allows for a more focused approach to services for the youth of our valley. A Professional Librarian- Public Services position will be posted shortly. This position will be responsible for those adult services duties for which Furman was responsible, as well as for volunteer coordination, publicity, and adult programming.

3. **2012 Budget timeline**

- a. The FY 2012 budget timeline was reviewed by Crowley noting that a draft budget will be presented to the Board at the March meeting.
- b. Long and Morton will meet with the Crowley to review the budget before the meeting.
- c. Crowley reported the County probably won't be giving a COLA increase this year.

**C. Personnel Committee Report – Morton**

1. Morton reported that he and Long met and discussed the two performance appraisal forms that may be used for the Director's evaluation: a.) the form that was developed by a board committee and used for the past two years, and b.) the newly developed form currently in use by FCLS supervisors and staff.
2. Crowley reviewed the new performance appraisal form that is being used for the FCLS staff.

**D. Whitefish Branch Committee Report – Leistiko**

1. Leistiko, Long, Crowley and Behe met with the Whitefish Mayor and Whitefish City Manager on February 11, 2011.
2. Discussion was held regarding the money that was contributed by the Whitefish Community Center to purchase books for the Whitefish Branch Library.
3. A new draft of the relocation plan was reviewed with the date of June 18, 2011 as the date to close the Whitefish branch to the public so the staff has time to process the remaining materials.
4. The next meeting with the City of Whitefish will be February 28, 2011 at 10:30 am.

**E. Other reports –**

Leistiko reported on the Trustee Training that was presented by the Flathead County attorney's office:

1. One member of the board cannot represent the board without action taken by the board.
2. According to the open meeting law, there cannot be a quorum at a closed meeting or session where business is being discussed.

3. Board members are covered under County Liability Insurance.

**UNFINISHED BUSINESS:**

**A. Strategic Plan draft – Behe, Crowley**

The draft Strategic Plan was given to Weaver for her review and then will be sent to June Garcia for final recommendations. The final Strategic Plan will be presented to the Board for adoption at the March, 2011 meeting.

**B. Whitefish Branch relocation plan – Behe, Crowley**

See Whitefish Branch Committee report (Section D, 3).

**NEW BUSINESS:**

**A. Draft “Confidentiality of Library Records” Policy #1002 – Finsel (ACTION)**

Finsel reviewed the updated policy with the Board and answered questions.

MOVED BY C LEISTIKO, “to approve the revised “Confidentiality of Library Records” Policy #1002” with the date at the bottom of the page being changed from 2010 to 2011”.

SECONDED BY M MORTON

**CARRIED**

**B. Director’s Performance Appraisal tool and timeline – Morton (ACTION)**

MOVED BY C LEISTIKO, “that, concerning the director’s performance appraisal tool, we use the documents of Crowley’s performance responsibilities, the goals that were set from last year in conjunction with the new performance appraisal form.”

SECONDED BY E WEAVER

**CARRIED**

MOVED BY C LEISTIKO, “that the Board adopt the following timeline for the performance evaluation: by March 10, 2011, the Director completes her self-evaluation and distributes it to the Trustees; on March 24, 2011, at the regular Board meeting, part of the agenda will be to discuss the Director’s performance and discuss any salary adjustments; on March 31, 2011, each trustee will have completed his/her evaluation of the Director and return it to the Personnel Committee along with any new goal suggestions for the coming year; on April 28, 2011, at the regular meeting, the performance evaluation will be finalized and new goals set for the coming year.”

SECONDED BY M MORTON

**CARRIED**

The following resolution was read into the record:

WHEREAS, It has been brought to the attention of the Board of Trustees of the Flathead County Library System that Connie Behe’s last day with the Flathead County Library System will be March 9, 2011; and,

WHEREAS, Connie Behe has been a valued staff member over the past two years, specifically in her role as Branch Services Librarian, and in her excellent administrative work as Senior Librarian; and

WHEREAS, Connie has been named an American Library Association Emerging Leader; and,

WHEREAS, Connie has been project manager on the strategic plan, the job analysis project, and has touched the lives of countless community members and co-workers during her tenure at the Flathead County Library System:

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of the Flathead County Library System does hereby congratulate Connie Behe on her service to the Flathead County Library System and expresses publicly its sincere appreciation for that service and offers its best wishes for her future position in Tillamook County, Oregon.

MOVED BY M MORTON, “that the Board adopts the resolution acknowledging Connie Behe’s two years of service”.

SECONDED BY C LEISTIKO

**CARRIED**

**HOUSEKEEPING:**

**Upcoming Events:**

***Loud @ the Library, March 24, 2011, 5:30 – 8:00 pm***

***Pot-luck breakfast for Connie’s last day Wednesday, March 9<sup>th</sup>, 8:30-9:30***

**ADJOURNMENT:** Meeting adjourned at 12:31 pm

**NEXT REGULAR MEETING:** March 24, 2011, 9:00 am, Main Library Kalispell