



LIBRARIES

**Library Board of Trustees Meeting
Wednesday, December 08, 2016 9:30 am
ImagineIF Columbia Falls**

MEETING MINUTES

Present: Terry Guidi, Jane Lopp, Connie Leistiko (Board); Kim Crowley, Connie Behe, Teri Dugan, Martha Furman, Tony Edmundson (Staff); Carla Fisher, Roy Beekman (Library Foundation), Mike Pence (County Administrator).

- I. Call to Order:** T. Guidi called the meeting to order at 9:32 am.
 - II. Open time for persons to address the Board:**
T. Edmundson introduced ImagineIF Columbia Falls staff.
 - III. Approval of Minutes**
Moved by C. Leistiko "approve the minutes of the October 26, 2016 Library Board Meeting as presented."
Seconded by M. Morton **APPROVED**
 - IV. Reports**
Report from Mike Pence, County Administrator:
 - Future revenues have the possibility of dropping by 5% on the state level for future budgets.
 - The county commissioners would be willing to begin setting money aside in the Library Capital Improvement Fund for future library building projects.
 - Private money raised by the Library Foundation is a key factor.**October Financial Report**
Moved by J. Lopp "to accept the Financial Report as presented."
Seconded by M. Morton **ACCEPTED**
- Director and Staff Reports**
- Salt Lake City Report:**
- C. Behe reported that the trip to Salt Lake City Public Library was an enriching and rewarding experience.
 - The mutual respect for one another provided an energizing atmosphere for growth and learning.

Library displays on Inclusion:

- K. Crowley reviewed a letter from the Library Director acknowledging that the library is a welcoming place to everyone, regardless of age, race, ethnicity, gender, or sexual identity.
- Displays featuring diverse authors across all demographics are features at ImagineIF. These displays have received record numbers of positive comments and shares on library social media sites.
- Comments from M. Davis email response were discussed.
- There was agreement from the board that the letter from the director may be posted on the ImagineIF website.
- C. Behe reported that future awareness training for staff is being developed.

Principles of Civil Dialogue:

- K. Crowley presented the Principles for Civil Dialogue statement. This document is the outcome of a collaborative effort of community leaders as part of Flathead on the Move, and was adopted in 2007.
- K. Crowley asked for reaffirmation of the document.

Moved by C. Leistiko "to reaffirm as a board the Principles for Civil Dialogue."

Seconded by M. Morton

APPROVED

Foundation Report:

- C. Fisher reported interviews are underway for a Library Foundation Executive Director.
- The annual appeal campaign is being conducted.
- Office space for the Library Foundation Executive Director is being planned.
- The foundation is working toward a capital campaign project.
- Planning meetings for Loud at the Library 2017 continue.
- The Library Foundation Board is welcoming 4 new members.

Columbia Falls Update:

- T. Edmundson reported toddler and preschool programs have growing participation.
- Space is a constraint.
- Staff is currently working on a group space geared toward 6-10 year olds.
- Teen services are expanding.
- Youth collections have increased.
- Early readers are heavily circulated.
- Incident reporting procedures were briefly described.

Summer Experience Report:

- M. Furman presented highlights about the 2016 Summer Experience Program.
- The summer program main focus used STEM or STEAM guidelines.
- Participation was up 25%

- The summer program is developed to bridge the gap of learning through the summer months.
- Statistics and photos were shared highlighting various summer experience events.

Facilities Committee Report:

- M. Morton discussed various grant options available for project planning. These grants are available for the planning phase of new buildings.
- Big Sky Trust Fund Grant is a planning grant that supplies matching funds to the awarded applicants.
- Facilities committee is seeking library board approval to move forward with interviews with local engineering firms to provide professional advice as to the scope of new library construction project.
- R. Beekman stated that various property considerations and comparisons are beneficial in future fundraising efforts and grant seeking.
- The library Board tasked the Facilities Committee with interviewing architectural firms and issuing an RFQ for the Big Sky Trust fund grant.

V. Old Business

VI. New Business

Leave without Pay request from Megan Glidden (ACTION)

- K. Crowley reviewed M. Glidden's request for Leave without Pay.
- Glidden is requesting 25 hours of leave without pay.

Moved by C. Listeiko "to approve the request for 25 hours of Leave without Pay for Megan Glidden."

Seconded by M. Morton.

APPROVED

VII. Housekeeping:

VIII. Next regular meeting: January 25th, 9:30am, Bigfork.

Library Legislative Day: January 18, Helena.

Loud at the Library, March 16, 2017.

Tamarack Federation meeting; Marina Cay; May 12 – 13, 2017.

MT Library Association Meeting, Billings, March 29 – April 1.

IX. Adjourn: 12:10 pm