



## LIBRARIES

Library Board of Trustees Meeting  
Wednesday, December 6, 2017 9:30 am  
Glacier Bank, Bigfork

### MEETING MINUTES

Present: Michael Morton, Terry Guidi, Connie Leistiko, Al Logan, Marsha Sultz (Board); Kim Crowley, Connie Behe, Teri Dugan, Deidre McMullin (Staff); Charlotte Housel (Library Foundation); Paul Mutascio, (Community Foundation for a Better Bigfork)

- I. **Call to Order:** M. Morton called the meeting to order at 9:30 am and thanked Trustee Al Logan for bringing homemade cookies for the meeting.
  
- II. **Open time for persons to address the Board**  
Paul Mustascio from Community Foundation for a Better Bigfork greeted and thanked the Library Board for their support. Paul shared details and updates on current projects in which the CFBB is involved, most importantly the potential for a parking garage in downtown Bigfork, which will be funded in part by the Bigfork Community Development Trust Fund. This could take all of their available cash for the next ten years.  
  
K. Crowley introduced Deidre McMullin, lead Library Advisor at ImagineIF Bigfork.
  
- III. **Approval of Minutes**  
**Moved by T. Guidi** "approve the minutes of the October 25, 2017 Library Board Meeting as presented."  
**Seconded by C. Leistiko** **APPROVED**
  
- IV. **Reports**  
**October Financial Report**  
**Moved by M. Morton** "to accept the October 2017 Financial Report as presented."  
**Seconded by M. Sultz** **ACCEPTED**  
  
**Director and Staff Reports**
  - K. Crowley took questions about the written Director's report.
  - K. Crowley shared a letter from Eagle Transit stating the bus stop pick up location is now in the front of the library. This change takes place immediately.
  - M. Morton had a question about the "neutral zone" of the schedule transition for the customer experience team. Behe explained that staff are adjusting to the new schedule and each at his or her own rate.
  - C. Housel asked to hear more about the possible partnership between ImagineIF Columbia Falls and the Flathead County Job Service. Crowley stated that it was the Job Service that proposed a partnership at the

library but then bowed out after budget cuts and new leadership. We will keep the doors open to a partnership.

- C. Housel inquired about how the library advertises job openings. Crowley stated that for professional positions we do a national search and for other positions we do a statewide and local search. All positions are posted on the MT State job site.

#### **Foundation Report**

- C. Housel reported the Library Foundation annual appeal letter has been sent and returns are coming in. Donations are about half way to the desired goal.
- Refreshing and updating the Foundation website will be a focus in the coming year. Housel wishes to post more stories, information and meaningful content for users of the library.
- The FY16 budget has been reconciled. A check was paid directly to the Library on December 1 for \$7050.09 for the remaining balance of program funds from FY16.
- Two new board members will join the Foundation Board in January, Valerie Kurth and Erika Wirtala.
- The next Library Foundation meeting is scheduled for December 20, 2017.

#### **Facilities Committee Report**

##### **Bigfork**

- M. Morton reviewed minutes from the November 21<sup>st</sup> and 27<sup>th</sup> meetings.
- C. Leistiko questioned if the County Commissioners were open possibility of purchasing property for possible future site in Bigfork. That is unknown at this time.

##### **Kalispell**

- K. Crowley gave updates on the CHS property from the recent FCEDA meeting. Responsibility for the cleanup of the property was a topic.

### **V. New Business**

#### **Letter to Columbia Falls Library Association**

- K. Crowley presented a draft letter to the Columbia Falls Library Association requesting money earmarked for the Columbia Falls Library.
- Discussion took place regarding the draft letter.

**Moved by T. Guidi** "to finalize the draft letter and send it to the Columbia Falls Library Association."

**Seconded by A. Logan**

**APPROVED**

#### **Housekeeping:**

M. Glidden, C. Behe, K. Crowley and L. Axelsen will be attending PLA this year in Philadelphia. Behe and Glidden will present a workshop on Maker/Manufacturer partnerships.

A. Logan noted a recent newspaper article in the Daily Interlake about sexual harassment. Logan asked if library staff ever experience harassment and the answer was a resounding "yes"; almost daily. Open and meaningful conversation took place with those present.

**Next regular meeting**, Wednesday, January 24, 2018, ImagineIF Kalispell, 9:00 am.

**Public Library Association Conference**, Philadelphia, March 20-24, 2018.

**Montana Library Association Conference**, Bozeman, April 11-13, 2018.

**Tamarack Federation Meeting**, Marina Cay, Bigfork, May 11-12, 2018.

**VI. Adjourn: 11:23 am**