



LIBRARIES

**Library Board of Trustees Meeting
Wednesday, June 22, 2016, 9:00 am**

MEETING MINUTES

Present: Terry Guidi, Jane Lopp, Al Logan, Michael Morton, Connie Leistiko (Board); Kim Crowley, Connie Behe, Teri Dugan, Martha Furman (Staff); Sarah Johnson (Library Foundation); Margaret Stell, Kimberly Morisaki, Turner Askew (Guests)

I. Call to Order: T. Guidi called the meeting to order at 9:04 am.

II. Open time for persons to address the Board:

III. Approval of Minutes:

Moved by M. Morton "that we approve the minutes of the May 25, 2016 Board meeting as presented."

Seconded by C. Leistiko

APPROVED

IV. Reports

Financial Report:

Moved by C. Leistiko "that we accept the May 2016 Finance Report as presented."

Seconded by A. Logan

ACCEPTED

Director and Staff Reports:

- K. Crowley answered questions regarding Director's report.
- C. Behe shared highlights from her trip to the National Maker Faire in Washington DC.
- M. Furman gave a preview of the Early Literacy Kit. Currently, the library has enough kits to provide to home visiting nurses at the County Health Clinic through January 2017.

Foundation Report: Johnson, Guidi

- S. Johnson reported lunch and learn program is working well.
- The Library Foundation has approved the FY17 budget.
- A foundation board retreat is scheduled for August 17, 2016.

Facilities Committee Report: Logan, Morton, FECDA representatives

- K. Morisaki and T. Askew were in attendance to give an update on a possible property site for a future library. The parcel in question is located within the Kalispell Core Area Rail Redevelopment Project area.
- All participants agreed the library would be an enhancement to the area.
- FECDA requested a verbal yes from the Library Board to interest in the possible property site within 90 days. The board agreed.

V. Old Business:

Board Planning Session (DISCUSSION)

- C. Leistiko commended library staff on their success and efforts in making community partnerships and connections.
- July 13 was tentatively scheduled to further discuss the Board Strategic Planning Session.

IV. New Business:

FY17 Staff organizational competencies (agree in principle)

- C. Behe presented the draft form of FY17 staff organization competencies. Some date corrections made.

Moved by J. Lopp "to agree in principle with FY17 Strategic Plan staff organizational competencies."

Seconded by M. Morton

APPROVED

FY17 Strategic plan objectives (agree in principle)

- C. Behe presented the draft form of FY17 Strategic Plan Objectives. Some updated target numbers were discussed. Language will remain the same.

Moved by C. Leistiko "to agree in principle with FY17 Strategic Plan Objectives as has been done in the past."

Seconded by M. Morton.

APPROVED

Personnel: Edmundson, temporary position to permanent position. (ACTION)

K. Crowley recommended that T. Edmundson be compensated at step 2 of the pay scale for Branch Manager II position. She was quick to point out that this was not a recommendation from the HR Department and in fact the HR Department said they would not like to set a precedent and

do not support this move but understand that it is a Library Board decision. Crowley pointed out that it is the recommendation of the administrative staff to pay T. Edmundson at level 2. This is based on the increased responsibilities of this position since we have completed the remodel and fully embed the ImagineIF ethos. Crowley asked the board to consider the position itself and not the person in the position to make their decision. Discussion followed.

Moved by J. Lopp "that Tony Edmundson be moved to permanent status as Branch Librarian II at Step 2, retroactive to his taking over the position." (Grade 22, YR 2)

Seconded by M. Morton.

APPROVED

Personnel: Renew Director's Contract. (ACTION)

K. Crowley requested a closed meeting to discuss her performance review and contract renewal. Meeting was closed at 12:05 pm.

Guidi reopened meeting at 12:45

Moved by A. Logan "to approve the employment agreement with Kim Crowley for the next three years. It is the unanimous opinion of the Board to send a laudatory letter to the HR Department to be put in her personnel file." Seconded by M. Morton.

APPROVED

Housekeeping:

- **Next regular meeting:** Wednesday, July 27, 2016, 9AM, ImagineIF Kalispell.
- **Heritage Days Parade:** Saturday, July 30, noon. Columbia Falls.
- **Fair Parade:** Friday, August 19, 10am. Kalispell Main Street.
- **K. Crowley Vacation:** June 23-July 10.

VI. Adjourn: 12:48