



LIBRARIES

**Library Board of Trustees Meeting
Wednesday, May 25, 2016, 9:00 am**

MEETING MINUTES

Present: Terry Guidi, Jane Lopp, Al Logan, Michael Morton, Connie Leistiko (Board); Kim Crowley, Connie Behe, Teri Dugan, Sean Anderson (Staff); Sarah Johnson (Library Foundation); Margaret Davis

- I. Call to Order:** T. Guidi called the meeting to order at 9:05 am.
- II. Open time for persons to address the Board:**
- III. Approval of Minutes:**
Moved by A. Logan "that we approve the minutes of the April 27, 2016 Board meeting as presented."
Seconded by C. Leistiko **APPROVED**
- IV. Reports**
Financial Report:
Moved by A. Logan "that we accept the April 2016 Finance Report as presented."
Seconded by M. Morton **ACCEPTED**
Budget Amendments Discussion:
 - K. Crowley explained the FY16 Budget Amendments needed in the library operating budget to compensate for sick and vacation payouts.
 - K. Crowley explained the FY 16 Budget Amendment needed in the Library Depreciation Reserve Fund to cover donations made to remodel ImagineIF Bigfork.**Design Institute:**
 - M. Davis shared a detailed report about her experience at the Design Institute. She thanked Crowley for the opportunity to attend the workshop. Davis has previous experience with

architects and public projects which gave her a unique perspective of the workshop.

- K. Crowley found the breakout sessions very enlightening.

Tamarack Federation Meeting

- K. Crowley thanked the library board for their attendance at the meeting.
- M. Morton attended an informative but dry workshop on "Avoiding Legal Difficulties."
- J. Lopp commended Crowley and Edmundson on a great presentation titled *How to Manage Yourself and Others in Difficult Situations*. Lopp would like to see the presentation shortened and offered to other civic groups in the Flathead Valley.
- A. Logan enjoyed the Board development session facilitated by Ned Cooney.
- C. Leistiko said the session taught by Ned Cooney helped confirm her understanding of what a Trustee's role is.
- T. Guidi appreciated the attendance of the State Library staff and commissioners.

Bigfork Remodel

- S. Anderson delivered a report about the remodel project at ImagineIF Bigfork. The project went as planned with few issues.
- The response to the remodel has been overwhelmingly positive. Staff is excited about the new updates and the new spaces.
- A. Logan commended Anderson on his excellent leadership of the entire project which included planning and implementing the remodel from start to finish.

Statistics

- Behe reported library checkouts are up in Columbia Falls by 11.48%.
- Building Traffic is up by 6% over last year systemwide. People attending library programs is up in all locations. Bigfork is up 83.02%, Columbia Falls is up 67.37% and Kalispell is up 18.5%.
- Wi-Fi use is up in all locations; a nearly 60% increase systemwide. This trend will continue to rise and computer usage will drop as more and more library users have individual devices that connect via Wi-Fi.

Trustee Board Application

- A. Logan has applied to be reappointed for another term as a Library Trustee. His current term expires 6/30/2016.

Moved by J. Lopp "to recommend A. Logan be reappointed for a second term as a library trustee."

Seconded by C. Leistiko

APPROVED

Library Foundation Report:

- S. Johnson reported that due to technical issues on a national level, the Give Local campaign did not fundraise to the level of the goals set.
- The library feasibility study continues to move forward.
- R. Beekman will be the Library Foundation liaison for the Library Facilities Committee.
- The FY17 Foundation Budget will be approved at the June meeting.

V. Old Business:

Upcoming Board Planning Session (DISCUSSION)

- T. Guidi, C. Behe, K. Crowley recently met with Ned Cooney to set an agenda for the upcoming Library Board planning session. A full agenda is planned for a 9:30 to 2:00 session.

IV. New Business:

Fund 4020 Budget Amendment (ACTION)

Moved by M. Morton "To cover the donations made to the Bigfork project and the expenditures of the Bigfork project, I move to amend the Library Depreciation Reserve fund budget, as follows: Increase revenue by \$18,556 and increase expenditures by \$22,000."

Seconded by A. Logan

APPROVED

Fund 2220 Budget Amendment (ACTION)

Moved by M. Morton "To cover the expenditures related to Employee Sick and Vacation Payouts, I move to increase revenue and expenditures in Fund 2220 (Library Operating Budget) by \$8,825.

Seconded by C. Leistiko.

APPROVED

Housekeeping:

- **Next regular meeting:** Wednesday, June 22, 2016, 9AM, ImagineIF Kalispell.
- **Board Planning Session:** Wednesday, June 1, 9-2, Jane Lopp and Associates.
- **All Libraries Closed (staff training):** Friday, May 27th.
- **K. Crowley Vacation:** June 23-July 10.

VI. Adjourn: 11:14 AM.