



LIBRARIES

Library Board of Trustees Meeting
Wednesday, October 4, 2017 9:00 am
ImagineIF Kalispell

MEETING MINUTES

Present: Michael Morton, Connie Leistiko, Al Logan, Marsha Sultz (Board); Kim Crowley, Connie Behe, Teri Dugan, (Staff); Charlotte House (Library Foundation)

- I. **Call to Order:** M. Morton called the meeting to order at 9:01 am.

The Library Trustees toured the recently remodeled and updated second floor of ImagineIF Kalispell.

- II. **Approval of Minutes**

Moved by A. Logan "approve the minutes of the August 23, 2017 Library Board Meeting as presented."

Seconded by C. Leistiko

APPROVED

Approval Personnel Committee Minutes

Moved by C. Leistiko "accept the minutes of the August 28, 2017 Library Trustee Personnel Committee meeting as presented."

ACCEPTED

- III. **Reports**

June Financial Report

Moved by M. Sultz "to approve the FY17 June Final year-end financial report."

Seconded by C. Leistiko

APPROVED

August Financial Report

Moved by A. Logan "to accept the August 2017 Financial Report as presented."

Seconded by M. Sultz

ACCEPTED

Director and Staff Reports

- Crowley took questions regarding the September Director's report.
- Early Literacy Kits discussed.
- Discussion took place about the potential future library site currently owned by CHS.

All Staff Day Recap

- Behe shared feedback regarding the annual All Staff Day. The last minute venue change provided comfort to the staff. Positive comments from participants continue to come in. Staff enjoyed working hard together to catch up on library projects and materials handling tasks.

Library Closure Update

- Crowley reviewed a recent letter from the Library Board Chair referencing closure of imagineIF Libraries on September 14, 2017 as suggested by Kalispell Police.

Foundation Report

- Morton attended the September 20 Library Foundation Meeting.
- The Friends of the Library annual book sale is seeking help from Foundation members and volunteers to help with the book sale.
- The County Finance Director attended the latest Library Foundation meeting to inform the Library Foundation of rules regarding audit procedures with 501(c)(3) entities associated with government agencies. The Library Foundation is currently looking into this.
- The Columbia Falls Library Association response letter to the County Attorney was discussed.
- Crowley enjoyed the Montana Non Profit Association Conference this year. Highlights and takeaways from favorite workshops and presenters were shared.
- The Library Foundation Advocacy Committee continues to finalize the annual appeal letter.

Facilities Committee Report

- Mike Pence, County Administrator recently called a meeting regarding the potential future site of a Library/Senior Center in Bigfork. Crowley and Behe attended the meeting.
- Crowley recently toured a prospective property in Columbia Falls.

Montana State Library Fall Workshops Report

- M. Sultz reported about the State Fall Library Workshops held in Bozeman. Sultz appreciated the opportunity to attend Library Trustee training and felt the training was both valuable and worthwhile.

Old Business

Staffing Update

- Behe shared recent solutions to staff shortages. Community Engagement Programs are most effected by the staff shortages. Community Outreach will be scaled back to accommodate shortages.
- A Temporary Librarian will begin Oct 10. This position will work 14 hours per week.

Housekeeping:

Next regular meeting, Wednesday, October 25, 2017, ImagineIF
Columbia Falls.

Montana Nonprofit Association Conference, Missoula Sept. 26-28.

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

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

IV. Adjourn: 10:55 am