



## LIBRARIES

**Library Board of Trustees Meeting  
Monday, September 26, 2016, 9:00am  
ImagineIF Library Kalispell**

### MEETING MINUTES

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

**I. Call to Order:** T. Guidi called the meeting to order at 9:06 am.

**II. Approval of Minutes:**

**Moved by M. Morton** "that we approve the minutes of the August 24, 2016 Library Board Meeting as presented."

**Seconded by M. Morton**

**APPROVED**

**Moved by A. Logan** "that we approve the minutes of the September 20, 2016 Joint Meeting of Library Board and Library Foundation Board as presented."

**Seconded by J. Lopp**

**APPROVED**

**III. Reports**

**Library Foundation Report:**

- Library Lunch and Learn Programs continue to be successful.
- M. Furman will be presenting a program to the Rotary Club next week.
- Adele Murphy will be the Friends of the Library liaison for the Foundation.
- A document sharing program is being developed.
- L. Axelsen will serve on the Foundation Advocacy Committee.
- The Foundation Library Board voted to support the Library Board of Trustees in purchasing property for a future library site.

**FY16 June Final Financial Report:**

**Moved by A. Logan** "that we accept the final FY16 June financial report for Operating Fund 2220 including changes made by the County Finance Department to balance the budget."

**Seconded by M. Morton**

**ACCEPTED**

**Moved by A. Logan** "that we accept the August 2016 Finance Report as presented."

**Seconded by C. Leistiko**

**ACCEPTED**

**Director and Staff Reports:**

**Washington DC Maker Meeting Report: Behe**

- C. Behe presented *Nation of Makers*, a program featuring highlights from her trip to Washington DC to attend the National Maker Faire.
- Q and A followed.

**Statistics: Behe**

- C. Behe reviewed July and August Performance Overview Statistics.
- Discussion followed regarding the use of different approaches to gathering program counts and data.

**Personnel Committee Report: Leistiko, Lopp**

- An updated Library Director Job Description developed by the Personnel Committee was reviewed.

**Facilities Committee Report: Morton, Logan**

- Members discussed the Joint Library Board Meeting.
- M. Morton will attend the October FCEDA board meeting.
- A November presentation to FCEDA will be suggested and developed.
- M. Morton presented a draft letter for a possible response to FCEDA. Together, the Board developed a response that will be put in writing.
- All Board members were in agreement to the content and ideas contained in the letter.

**IV. Old Business:**

**Board Action Plan Progress**

- It was agreed that this agenda item will be moved to the October meeting agenda.

**Advocacy training: (Discussion)**

- As stated in the Board Action Plan, an advocacy training program will be developed.
- Behe and Crowley will develop a training program that can be utilized as a training tool to help Board members in advocating for the Library in a variety of settings.

**Director Job Description: (Action)**

**Moved by M. Morton** "to approve the Director Job Description as presented which has been approved and submitted by the Personnel Committee."

**Seconded by A. Logan.**

**APPROVED**

**V. New Business:**

- J. Lopp invited feedback from Montana State Library Fall Workshops.
- A. Logan noted there was a focus on measuring outcomes in the training.
- C. Behe and S. Anderson will attend the Research Institute for Public Library Conference this week in Denver which equips attendees with tools for using metrics to tell their stories.
- M. Morton found the State Library Fall Workshops to be a bit lacking in comparison with the innovation of ImagineIF Libraries.
- J. Lopp stated her appreciation for the preparedness of ImagineIF staff in presenting workshops.
- Feedback regarding the State Library Fall Workshops in the form of a letter will be sent to the State Librarian.
- A. Logan informed the Board he will not be available for a Tamarack Federation Conference Call meeting on October 19.
- M. Moore will be absent for the regular October Board meeting scheduled for October 26, 2016.
- A. Logan will be absent for the regular December 7 Board meeting.

**Housekeeping:**

- **Next regular meeting:** October 26, 2016, 9AM, ImagineIF Kalispell.
- **MT. Nonprofit Assoc. Conference,** September 27-29, 2016, Helena.

**VI. Adjourn: 11:43**