



LIBRARIES

**Library Board of Trustees Meeting
Wednesday, September 26, 2018 9:00 am
ImagineIF Kalispell
MEETING MINUTES**

**Present: Michael Morton, Connie Leistiko, Marsha Sultz, (Board);
Connie Behe, Teri Dugan, Megan Glidden (Staff); Charlotte Housel
(Foundation).**

Call to Order: M. Morton called the meeting to order at 9:06 am.

I. Open time for persons to address the Board

M. Morton read a thank you note from former director K. Crowley.

II. Approval of Minutes

Moved by M. Morton "that we approve the minutes of the August 29, 2018 Library Board Meeting as presented."

Seconded by C. Leistiko

APPROVED

III. Reports

June Final Financial Report

Moved by C. Leistiko "to accept the FY18 Final June Financial Report as presented."

Seconded by A. Logan

ACCEPTED

August Financial Report

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

Seconded by M. Sultz

ACCEPTED

Director and Staff Reports

- The board complimented Behe on her efforts to meet with community stakeholders about the library's strategic plan.
- The ImagineIF staff is excited to have three new librarians. K. Wilson, E. Newell and A. Kestler are a wonderful addition to the ImagineIF professional team.
- Behe reported on a meeting with Lisa Sheppard from Agency on Aging.
- Behe met with K. Morisaki and J. Meerkats to discuss the library's strategic plan.
- M. Glidden updated the board about the 2019 Making Montana event. The planning team is in full swing and the event will feature many new displays.
- M. Glidden presented the work plan for the Library Organizational Competencies. The work plan involves assignments and timeframes for completing the 1FY19-22 Organizational Competencies.

- Behe thanked Glidden for her hard work and project management skills, which has helped to secure the library as pivotal presence in the community.

Facilities Report-Morton

- M. Morton provided an update on the sale of the Bethany Lutheran Church property in Bigfork. The property will close within 10 days of a mutual agreement to complete repairs.
- The board is looking into the feasibility of a possible future library site in the previous Herberger's building in the Kalispell Mall.

Foundation Report-Housel

- Vanessa Barrett is the new Executive Assistant for C. Housel.
- Planned benefits and events continue to raise support as well as solidify a group of residents in support of the library.
- The annual appeal letter will be mailed in November.
- Housel is working on an annual report as well as a newsletter showcasing the progress and impact of the library foundation.
- Housel is seeking a host for a donor appreciation event for October.

BREAK 10:45 AM-10:55 AM

IV. Old Business

Board Retreat Agenda

- The agenda for the Library Board annual retreat was reviewed. The library board is working with Ned Cooney to create a work plan for the next few years.

New Organizational Chart and Description

- Behe shared an updated library staff organizational chart.

V. New Business

CIP Budget Amendment

- HVAC repair costs totaled \$9,540.00. A budget CIP amendment needed to cover those costs.
Moved by A. Logan "to approve a CIP budget amendment of \$9,540 to cover the cost of HVAC repairs."
Seconded by C. Leistiko

APPROVED

FY20 Budget

The board would like to research ways to recover the budget cuts that occurred in FY19.

Terri Guidi Resignation

- A letter of resignation from T. Guidi was read.
- The commissioner's office will be posting the open board position on Monday, October 1st.

City of Columbia Falls Update

- Discussion took place regarding the after school noise level at ImagineIF Columbia Falls. The library is working closely with the city to problem-solve and implement an action plan.

Housekeeping

Next regular meeting: Wednesday, October 23, 2018, 9:30 Columbia Falls.
Library Board Retreat: Tuesday, October 9, 2018, 9:00-2:30 Museum at
Central School, Kalispell.

VI. Adjourn: 11:26 AM