



LIBRARIES

**Library Board of Trustees Meeting
Thursday, January 28th, 2021
Online Meeting
MEETING MINUTES**

Online attendance: Marsha Sultz, Connie Leistiko, Heidi Roedel, Doug Adams, Al Logan (Board); Connie Behe, Teri Dugan (Staff); Charlotte Housel (Foundation); Jessica Treweek (member of the public)

- A. Call to Order:** Leistiko called the meeting to order at 9:02 pm.
- B. Open time for persons to address the Board on matters within the Board's jurisdiction.**

Various library staff and Jessica Treweek, a member of the public was in attendance. No comments were made.

- C. Approval of Minutes** Board Meeting, Thursday, December 3, 2020 **(ACTION)**
Moved by A. Logan "to approve the December 3, 2020 board minutes as presented."
Seconded by D. Adams
Motion passed unanimously

D. Reports

A. Financial Report

Moved by M. Sultz "to accept the November 2020 Financial report as presented."

Seconded by A. Logan

Motion passed unanimously

Moved by A. Logan "to accept the December 2020 Financial report as presented."

Seconded by H. Roedel

Motion passed unanimously

B. Director and Staff Reports

- Behe shared information regarding the Montana Library Association Conference coming up in April. Board members are encouraged to attend.
- Behe reported on expanded hours and staffing updates. The leadership team is monitoring work areas, safety and library services and open hours on a regular basis.
- The FY22 county budget process has begun.
- Behe plans to continue conversations with Kalispell School District 5 regarding facility related needs and agreements going into the future.

- Leistiko expressed thanks for the informative staff reporting in the written Directors Report.
- Behe took questions regarding the written report.

C. Facilities Committee Report

- Logan reported that the library board does not have the responsibility to persuade the county to include the future sight of the Bigfork library in the county needs assessment plan.
- Behe brought up that an MOU between the county and the Library Foundation was previously tabled.
- Behe shared that the Phase 2 fundraising has begun for the Bigfork library project and a projected opening for the summer of 2023 is likely.

Moved by M. Sultz to accept the reports from the Mill Levy Exploratory Committee for meetings held on December 10, 2020 and January 21, 2021.
Seconded by D. Adams
Motion passed unanimously

D. Foundation Report

- Fundraising for the Bigfork library has reached phase two with \$553,000 collected.
- Housel continues grant writing tasks as well as cultivating donor lists and annual appeal fundraising collection.
- Loud at the Library will be paused this year for a new event planned for July. The event will take place outdoors, under a night sky and feature food, music and a night sky presentation.
- A new library foundation board member was welcomed last month.
- Housel will be applying for a second Payroll Protection Plan grant.
- Mod Pizza is hosting a fundraiser on Feb 4th for the Library. A percentage of all pizza sales for a designated time will go to ImagineIF Libraries.
- Housel expressed the need for Capital Campaign committee members.

E. Old Business

A. Exploratory Mill Levy Committee Report- Leistiko, Roedel, Behe, Housel

- Housel reported on polling company research that is in progress.
- The Moore Information Group was recommended. This group is located in Missoula.
- Behe shared research how other Montana libraries approached additional mill levy requests.
- More data and information is needed. A public poll would provide this.
- Leistiko said she and Behe will simplify a timeline for decisions regarding the pursuit of a mill levy and report back to the board for approval and discussion.

F. New Business

A. FY22 County Budget Planning Cycle

- Behe met with the county commissioners on an individual basis to discuss library budget needs.
- A tentative 1.2 % cost of living increase is being considered county wide.

B. Schedule Finance Committee Meeting

- The finance committee will review budget deadlines and schedule meetings for the FY22 Budget completion.

G. Housekeeping

Next regular meeting: Thursday, February 25, 2021. Online.
Montana Library Association Conference, Virtual Conference, April 14-17, 2021.

H. Adjourn: Leistiko adjourned the meeting at 10:56 am