



## LIBRARIES

**Library Board of Trustees Meeting  
Thursday, April 29, 2021  
Online Meeting  
MEETING MINUTES**

**Online attendance: Connie Leistiko, Heidi Roedel, Doug Adams, Al Logan, Marsha Sultz (Board); Connie Behe, Teri Dugan, Sean Anderson, Tony Edmundson, Ellie Newell, Martha Furman, Jennifer Desch, Liz Camarillo, Kat Wilson (Staff); Charlotte Housel, (Library Foundation); Maggie Davis, David Ingram, Maggie Doherty (members of the public)**

- A. Call to Order:** Leistiko called the meeting to order at 9:04 pm.
- B. Open time for persons to address the Board on matters within the Board's jurisdiction.**

Davis thanked volunteers for their library work. Volunteer hours are valued at \$25.25 per hour in Montana and all volunteers deserve a big shout out.

Behe read the following statement received from M. Davis:

Public Comment  
Flathead County Library Board Trustees,

The agenda item below raises serious questions about the timing of transfers from the library depreciation to the County CIP fund. With proposed purchases scheduled for more than two years out, there is always the possibility of priority changes. Would library depreciation funds placed in the County CIP fund be rebated, if there were changes in plans and priorities? Would the County agree to be bound by an agreement to transfer unspent library CIP funds back to the library depreciation fund? Would the Library Board Trustees have the power to approve, confirm, alter, or withdraw funds from the County CIP fund, if its approved budget reflected changes in library system funding? Understanding the interface between the semi-autonomous Library Board and the County Finance Department is an interesting question, and perhaps it deserves legal advice. It would appear that the County cannot require the early transfer of library depreciation funds into the County's CIP fund unless it has specific authority to do so.

Thank you, Margaret S Davis, PO Box 788, Lakeside MT 59922

- C. Approval of Minutes** Board Meeting, Wednesday, March 31, 2021  
**Moved by D. Adams** "to approve the March 31, 2021 board minutes as presented."  
**Seconded by A. Logan**  
**Motion passed unanimously**

**D. Reports**

**1. Financial Report- Behe, Dugan**

**Moved by A. Logan** "to accept the March 2021 Financial report as presented."  
**Seconded by M. Sultz**  
**Motion passed unanimously**

**2. Director and Staff Reports-Behe**

- Behe will be recommending the mask requirement for the library be changed to a mask recommendation beginning April 29<sup>th</sup>.
- Health Officer J. Russel is optimistic and is expecting no further COVID case surges in the county.
- Behe clarified her mission is to provide reasonably safe staff spaces while providing the most services to the public.
- Behe took questions regarding the written director's report.
- Sultz stated the personnel committee had met last week to discuss the library organizational restructuring. The committee agrees with the reorganization recommended by the library director.

**3. Foundation Report- Housel**

- Housel reminded the board about the Sacred Waters fundraising event.
- The Taste of Bigfork fundraiser was a success.
- \$560,000 has been raised in the Bigfork Library capital campaign to date.
- Housel had an introductory meeting with Commissioner Abell.
- Housel said the Foundation board will discuss potential Bigfork library ownership at the May and June meetings.

**E. Old Business**

**1. FY 22 Library Budget**

- Behe reviewed the proposed budget for the coming fiscal year with the board. The budget will be reviewed by the county commissioners on May 18<sup>th</sup> at 9:45a.

**Moved by A. Logan** "to approve the proposed FY22 budget as presented."  
**Seconded by M. Sultz**  
**Motion passed unanimously**

**2. County CIP Account and Library Depreciation Fund**

- Behe presented a history of the library depreciation fund in the state of Montana as well as the history of Flathead County depreciation fund through the years.
- Discussion took place regarding the moving of the county approved CIP funding from the Library Depreciation to the county approved CIP account beginning in FY22.

- Behe recommends more discussion and research take place before this move is approved.
- Leistiko would like to table the motion for the next board meeting in May to allow time for research. Transparency with the county is desired.

**Moved by C. Leistiko** "to table the motion to approve the moving of the county approved CIP funding in the amount of \$38,467 from the library depreciation fund to the county CIP account starting in FY22."

**Seconded by A. Logan**

**Motion passed unanimously**

### 3. Exploratory Mill Levy Committee

- Guest, John Chakstra, Executive Director of EveryLibrary was unable to attend and will be rescheduled.

**Moved by C. Leistiko** "to table the motion to approve hiring the Moore Information Group to poll Flathead County voters about library issues."

**Seconded by M. Sultz**

**Motion passed unanimously**

### 4. Code of Conduct Policy-update

- Behe is in discussion with the county attorney office regarding the new open carry legislation and how it affects the library's customer conduct policy.
- The library will continue to seek understanding and will continue discussion going forward as the need for updating policies continue.

## F. New Business

### 1. Face Coverings in the Library

- Behe stated that the mission of the library is to provide the most access to the most people in a reasonably safe environment for patrons and staff. With safety measures still in place, Behe recommends the requirement of face coverings to be changed to a recommendation.
- Sultz expressed gratitude for Behe's understanding of all view points in the matter and the due diligence in research.
- Adams agreed that Behe had analyzed all viewpoints and stated that all sides cannot be appeased. The library has proceeded with an abundance of caution and the recommendation would be a step in the right direction.
- Logan said the timing was right and the change to mask recommended would be a step in the right direction as well.
- Roedel stated the library needs to open up as full as it can for the tax payer's sake.
- Leistiko stated that all county residents are tax payers and there are different opinions on the matter. Behe has done an extraordinary amount of work trying to accommodate opinions and relying on health opinions and deserves credit for that work.

**Motion by D. Adams** "to accept the recommendation to remove the mask policy and to recommend the public wear face masks in the library beginning Friday, April 30."

**Seconded by H. Roedel**

## **Motion passed unanimously**

### **2. Change in Bigfork Open Hours**

- Behe stated the Bigfork open hours were increased in 2018.
- Bigfork usually has a staff of one during the majority of open hours. Lunch and restroom breaks are difficult to accommodate.
- Closing for a one-hour lunch break would be a solution to the problem.
- Adams suggested using volunteer resources for the one hour to cover lunches. Behe said there are some restrictions to what volunteers can do with patron files and information.
- Leistiko said consistency in the hours is key.

**Moved by M. Sultz** "to decrease the number of open hours in Bigfork by 1 hour per week."

**Seconded by A. Logan**

**Motion passed unanimously**

### **3. Trustee Application Review and Interview Process**

- A special meeting will be scheduled for the library board to review and interview interested trustee candidates and to make a recommendation the county.
- Leistiko as chair, will compose the letter of recommendation to the county commissioners.

## **CLOSED EXECUTIVE SESSION 10:50am**

### **4. Organizational Restructuring including personnel**

- Board discussed and informally approved recommendation to restructure staff.

## **EXECUTIVE SESSION ENDED 11:47am**

- G. Housekeeping: Next regular meeting:** Thursday, May 28, 2021. Montana West Economic Building 44 2nd Ave W, Kalispell. 9a-12p. In Person.  
**Special Meeting to Interview Trustee applicants:** Friday, May 21<sup>st</sup>, 2021. Montana West Economic Building, 44 2<sup>nd</sup> Ave W, Kalispell. 9a-11a. In person.
- H. Adjourn:** Leistiko adjourned the meeting at 11:57a.