



## LIBRARIES

**Library Board of Trustees Meeting  
Thursday, June 24, 2021  
ImagineIF Kalispell  
MEETING MINUTES**

**In attendance: Connie Leistiko, Heidi Roedel, Doug Adams, Al Logan, Marsha Sultz (Board); Connie Behe, Martha Furman, Teri Dugan, Sean Anderson, Ellie Newell (Staff); Charlotte Housel, (Library Foundation); David Ingram; (Incoming Trustee)**

**A. Call to Order:** Leistiko called the meeting to order at 9:01 am.

**B. Open time for persons to address the Board on matters within the Board's jurisdiction.**

E. Newell shared that the distribution of Summer Experience kits and registrations are currently ongoing. Registration numbers are exceeding previous years' sign-ups.

C. Leistiko congratulated David Ingram on the Library Trustee appointment to fill in A. Logan's completed term.

**C. Approval of Minutes** Board Meeting, Thursday, May 27, 2021  
**Moved by M. Sultz** "to approve the May 27, 2021 board minutes with corrections as noted and discussed."

**Seconded by A. Logan**

**Motion passed unanimously**

**D. Reports**

Financial Report- Behe, Dugan

**Moved by A. Logan** "to accept the May 2021 Financial report as presented."

**Seconded by D. Adams**

**Motion passed unanimously**

Director and Staff Reports-Behe

- The library air conditioning has a broken condenser. A replacement has been ordered. In the meantime, the two remaining condensers will continue to keep the library cool during the coming forecasted heat wave.
- New County Administrator, Pete Melnick met with Behe and toured the library.
- The Montana Job Service is open to the public. During the Job Service closure, the library has seen an increase in the needs of patrons requiring help with applying for jobs, scanning, and attaching documents and resume building skills.

- The average customer count per day as been steadily increasing. Currently, the average count is 600. Pre-pandemic counts averaged 1000 per day.
- Staff met recently to discuss space limitations in Columbia Falls. Teen programs can bring numbers that exceed the fire marshals set limits. Participant sign ups will need to be implemented to cap the number of participants.
- Bigfork library program numbers have exceeded safety code limitations in the past and will require participant sign ups to cap the number of participants.
- Behe took questions on the written director’s report.
- Logan emphasized the need to make sure the community is aware of the current lack of space experienced by the library and the impact to meeting tax payers needs and safety requirements.

#### Foundation Report-Housel

- The fiscal year is wrapping up for the Library Foundation.
- The Bigfork capital campaign fundraising in on track. Onsite tours have been going well.
- Foundation board member recruitment is ongoing. Many board members terms will be completed on June 30<sup>th</sup>.
- The Stories and Starlight event is planned for July 17<sup>th</sup> at Heron Park.
- A planned matching grants fundraiser with CFBB is in the works.

#### District Exploration Committee

- Leistiko said county cooperation is needed to begin the formation of a district. The board reviewed Montana Code Annotated for Library District formation.
- Behe said seeking help from the county commission in solving facility issues will be beneficial.
- Roedel and Adams will meet with the county commissioners.

### **E. Old Business**

#### District Education-presentation Behe

- Behe reviewed information regarding the formation of a library district.
- Facility space is a need and the library board will seek the county commission to help solve the problem.

### **F. New Business**

#### Election of 2021-2022 board officers and committees

**Moved by C. Leistiko** “I nominate Heidi Roedel as Chair of Library Trustees for the 2021-2022 year.”

**Seconded by M. Sultz**

**Motion passed unanimously**

**Moved by H. Roedel** “I nominate Doug Adams as Vice Chair for the 2021-2022 year.”

**Seconded by C. Leistiko**

**Motion passed unanimously**

Committee Appointments were set for the 2021-2022 year as follows:

- Finance - Connie Leistiko, David Ingram
- Library Foundation Representative- Connie Leistiko, Heidi Roedel as alternate
- Personnel- Marsha Sultz, Heidi Roedel
- Facilities- Doug Adams, David Ingram
- Tamarack Federation- Marsha Sultz
- Policies and By-laws- Doug Adams, Marsha Sultz

Library Director Evaluation- Continued

**Closed to Executive Session at 11:30a**

**Housekeeping: Next regular meeting:** Thursday, July 22, 2021. 9a-12p.  
Kalispell

**Stories and Starlight Fundraising Event:** Saturday, July 17, 2021 8p-11p.  
Heron Park.

**G. Adjourn:** Leistiko adjourned the meeting at 12:08