



LIBRARIES

**Library Board of Trustees Meeting
Thursday, October 27, 2022
Columbia Falls Fire Station
MEETING MINUTES**

In attendance: Heidi Roedel, Doug Adams, David Ingram, Carmen Cuthbertson, Jane Wheeler (Board); Ashley Cummins, Teri Dugan (Staff); Adam Tunnel (Library Foundation).

Public Present: Michele Taylor, Christina Villegas, Micah Drew, Gary Stevens, Barbara Boorman Sean Anderson, Marylane Pannell, Sue Bodurtha, Diane Taylor Mahnke, Melissa Wood, Taylor Inman, Cherilyn DeVries, Travis Taylor.

- A. Call to Order:** Chair D. Adams called the meeting to order at 9:00 am.
- B. 21:50 Open time for persons to address the Board on matters within the Board's jurisdiction.**

Michele Taylor, Christina Villegas, Melissa Wood, Diane Taylor-Mahnke, Cherilyn DeVries, Travis Taylor

- C. Approval of Minutes (ACTION)**

21:56 Regular Board Meeting, Thursday, September 22, 2022

Moved by C. Cuthbertson "to approve the minutes from the September 22, regular board meeting."

Seconded by D. Ingram

Motion passes unanimously

22:15 Board Work Session, October 4th, 2022

Moved by D. Ingram "to approve the minutes from the October 4th Board Work Session."

Seconded by H. Roedel

Discussion Trustee J. Wheeler noted a correction needed in Section D of the minutes draft to change the name of Adams to Tunnel. Change was made.

Motion passes unanimously

23:36 Budget Committee Meeting, October 10, 2022

Moved by D. Ingram "to approve the minutes from the October 10th budget committee meeting."

Seconded by C. Cuthbertson

Motion passes unanimously

23:54 Special called Board Meeting, October 20th, 2022.

Moved by J. Wheeler "to approve the board meeting minutes from October 20th meeting."

Seconded by D. Ingram

Motion passes unanimously

D. Reports

1. **24:20** September 2022 Financial Report

Moved by J. Wheeler "to accept the September 2022 Financial Report as presented."

Seconded by H. Roedel

Motion passes unanimously

2. **33:40** Director and Staff Reports- Cummings
3. **45:20** Foundation Report Update- Tunnel
4. **50:41** Friends of the Library Update- Marylane Pannell
5. **53:00** Facilities Committee Update

E. Old Business

1. **57:38** Policy 1004- Donations

Trustees Ingram and Cuthbertson presented the board with a draft of Policy 1004 Donations for board review and approval.

Moved by D. Ingram "to approve the revisions and updates to Policy 1004 as presented by the policy committee."

Seconded by H. Roedel

Motion passes unanimously

2. **01:04:20** Policy 5000- Collection Development (donations portion)

Trustees Ingram and Cuthbertson presented updates to Policy 5000 for board approval.

Moved by D. Ingram "to approve the revisions and updates to Policy 5000 as presented by the policy committee."

Seconded by C. Cuthbertson

Motion passes unanimously

3. **01:07:25** Request for Reconsideration of Library Materials: Why Children Matter by Douglas Wilson.

Moved by J. Wheeler "to retain the book Why Children Matter by Douglas Wilson in the library collection."

Seconded by D. Ingram

Discussion and comments took place

Motion passes unanimously

F. New Business

1. **01:13:48** Ark Facility Use Agreement extension

Moved by C. Cuthbertson "to approve the Ark Facility Use Agreement extension as presented."

Seconded by H. Roedel

Motion passes unanimously

2. **01:14:40** Materials Handler Reconfiguration

Cummins presented Materials Handler hours reconfiguration that would result salary savings of \$5,392.63.

Moved by H. Roedel "to approve the reallocation of FTE as presented by Library Director Cummins."

Seconded by C. Cuthbertson

Motion passes unanimously

3. **01:17:10** Library Board Training and Certification

Moved by C. Cuthbertson "to start working on board certification with the United for Libraries Trustee training series and to have Director Cummins create a plan and schedule for the trainings."

Seconded by H. Roedel

Motion passes unanimously

G. Housekeeping

01:27:00 Comments from Trustees- Opportunity for individual trustees to respond to public comments.

Chair D. Adams

- H. 01:29:42 Adjourn:** Board Chair D. Adams adjourned the meeting at 10:30am