



## LIBRARIES

**Library Board of Trustees Meeting  
Thursday, February 22, 2024, 9am  
South Campus Conference Room  
MEETING MINUTES TIME LOG**

**In attendance:** David Ingram, Carmen Cuthbertson, Jane Wheeler, Heidi Roedel, (Board); Teri Dugan, (Staff); Sara Busse (Library Foundation)

**Public Present:** Russel Sias, Brad Krantz, Sue Bodurtha, Valeri McGarvey, Lily Kirsano, Melissa Wood.

**A. Call to Order:** Board Chair D. Ingram called the meeting to order at 9:00 am.

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

Annica Stivers, Brad Kranz, Valerie McGarvey

**C. Reports**

- 00:07:34** Library Foundation Report- Busse updated the trustees regarding the Bigfork capital campaign and construction progress on the future library in Bigfork.
- 00:19:23** Friends of the Library Report- Dave Ingram reported on activities and events being planned by the Friends of the Library.
- 00:21:40** January Financial Report

**Moved by J. Wheeler** "to accept the January Financial Report as presented."

**Seconded by D. Ingram**

**Motion passes unanimously**

- 00:29:54** Director's Report

**D. Approval of Minutes**

- 00:48:34** Regular Board Meeting, January 25, 2024.

**Moved by J. Wheeler** "to approve the minutes from the January 25th, regular board meeting as amended."

**Seconded by D. Ingram**

**Motion passes unanimously**

2. **00:49:00** Public Relations Committee, February 1<sup>st</sup>, 2024.

**Moved by J. Wheeler** "to approve the minutes from the policies committee work session of February 1st, 2024."

**Seconded by H. Roedel**

**Motion passes unanimously**

3. **00:49:32** Facilities Committee Session, February 6<sup>th</sup>, 2024

**Moved by C. Cuthbertson** "to approve the minutes from the minutes from the facilities committee meeting on February 6, 2024."

**Seconded by J. Wheeler**

**Motion passes unanimously**

4. **00:50:11** Budget Committee Work Session, February 16<sup>th</sup>, 2024

**Moved by D. Ingram** "to approve the minutes from the budget work session from February 16, 2024."

**Seconded by J. Wheeler**

**Motion passes unanimously**

#### **E. Unfinished Business**

1. **00:50:42** Future Facilities CIP- Ingram  
Consideration of matching grant  
Public Comment- none

**01:08:40**

**Moved by J. Wheeler** "to transfer \$50,000 in FY25 from the library depreciation fund into the Library CIP Fund 4029 and consider placing \$75,000 later in FY25 to match the \$125,000 grant pledged by the county commissioners."

**Seconded by C. Cuthbertson**

**Motion passes unanimously**

**01:10:29**

**Moved by D.Ingram**" to place \$20,000 of our library depreciation monies saved for a future Kalispell facility into the Library CIP Fund 4029."

**Seconded by H. Roedel**

**Motion passes unanimously**

**01:12:42**

**Moved by J. Wheeler** "to approve the presented CIP projects of a roof, parking lot overlay and HVAC replacement for the new Bigfork library."

**Seconded by H. Roedel**

**Motion passes unanimously**

2. **01:17:40** Name Change Discussion- Cuthbertson  
Public Comment- Laurie Halfast, Melissa Wood, Sara Busse

**Moved by C.Cuthbertson** "that we change the name of our library to Flathead County Libraries and that we give the staff a year to implement the changes in the most cost effective manner."

**Amended by C. Cuthbertson** "to give the staff 2 years to implement the changes in the most cost-effective manner."

**VOTE: Ingram, Roedel, Cuthbertson- YES, Wheeler- NO**

**Motion passes 3-1**

3. **01:48:27** Director Selection- Roedel, Ingram  
Internal Hire, Search, Other  
Public Comment- Melissa Wood, Russel Sias

**Moved by D. Ingram** "to offer Teri Dugan the position of director and charge the personnel committee to negotiate a 3-year contract to be signed at next month's meeting."

**Seconded by H. Roedel**

**Move to Amend by C. Cuthbertson** "that we add to the original motion, 'and to hire an office manager'."

**Accepted by D. Ingram** "to accept the amended motion, but to replace the word office manager with office coordinator."

**Full Motion:** To offer Teri Dugan the position of director and charge the personnel committee to negotiate a 3-year contract to be signed at next month's meeting and to create an office coordinator."

**Motion passes unanimously**

4. **01:58:39** Buyer/Broker Agreement with Wendy Brown- Wheeler  
Public Comment- Melissa Wood

**Moved by J. Wheeler** "to sign the buyer/broker agreement with Wendy Brown."

**Seconded by C. Cuthbertson**

**Motion passes unanimously**

## **F. New Business**

1. **02:03:51** Redivision of YA Collection Discussion- Ingram  
Public Comment- Melissa Wood

**Move by D. Ingram** "to eliminate the YA designation to be replaced with material designated as either adult, 18 and up or minor, 18 and under, with further division as found appropriate by our staff librarians."

**Motion withdrawn by D. Ingram**

Topic will be revisited next month pending more input from professional staff. Dugan will bring a report to the board next meeting.

**G. 02:45:24 Housekeeping**

**02:48:23 Comments from Trustees-** Opportunity for individual trustees to respond to public comments.

Jane, Heidi

**H. Adjourn:** Chair, D. Ingram adjourned the meeting at 11:48 pm.