

FLATHEAD COUNTY LIBRARY
BOARD OF TRUSTEES

LIBRARY TRUSTEE FACILITIES COMMITTEE
WORK SESSION
MONDAY, AUGUST 12TH, 2024, 11:00 AM
LIBRARY MEETING ROOM
247 1ST AVE EAST KALISPELL
MEETING MINUTES

In attendance: Carmen Cuthbertson, Jane Wheeler, Teri Dugan, Wendy Brown, and Rhonda Hawkins

A. Call to Order -

Trustee Wheeler called the work session to order at 11:02 am.

B. Housekeeping-

- Wheeler has been working with MT DOT and the Flathead County Roads & Bridge Department for library directional signs for the Bigfork Library.
- Blue and White signs with the library symbol will be placed on Hwy 35 & 209 by MT DOT.
- The County Roads Department would like to place a sign at the entry of the library on Bridge Street.
- Discussion took place over the paving of the parking lot at the Bigfork Library.
- The *Flathead County Library Foundation* received earmarked funds from the *Bigfork Development Company* (a private foundation) to be used specifically towards the paving of the BF Library's parking lot.
- Dugan will work on aligning the cost, funds, and scheduling for the paving of the BF lot.
- Discussion over needed fencing around the HVAC unit of the BF Library.
- Discussion took place over the mowing and landscape maintenance of the Bigfork Library.

C. Discussion regarding possible future property for a Kalispell Library.

- W. Brown has been in contact with the new owners of the Kalispell Center Mall regarding the potential of building a Library on their site and found them excited and very interested in the possibility of working with the County for a Library on their site.
- Discussion of a possible *Letter of Intent* on behalf of the FCL to purchase enough acreage to accommodate a Library with possibilities for future expansion if need be.
- Discussion took place as to the direction of the shape and size of the Library.
- Discussion of the possibility of hiring a consultant to help develop a *Building Program* – a written description of the spaces required in a new library.
- The consultant would work with library staff to get a better understanding of the needs of a library.
- Wheeler will work on finding experienced Library Consultants that could help develop a *Building Program*.

- Previous drafted possibilities for a new Flathead County Library completed by three different architects were seen. Although they are good examples of some of the work that is initially put into the planning of a new Library with the community, they are now out of date.

D. Adjourn- Meeting adjourned at 12:20 pm