

**LIBRARY TRUSTEE PUBLIC RELATIONS COMMITTEE
WORK SESSION
FRIDAY, JULY 12TH 2024, 2:30 PM
KALISPELL LIBRARY MEETING ROOM
247 1ST AVE EAST KALISPELL
MEETING MINUTES**

In Attendance: Heidi Roedel, Carmen Cuthbertson, Teri Dugan, Rhonda Hawkins, Mellissa Wood

A. Call to Order

H. Roedel called the meeting to order at 2:34 pm.

B. Public Comment

Mellissa Wood

C. Discuss Graphic Designer Companies Option

- Trustees C. Cuthbertson and H. Roedel discussed the letter that will be sent to graphic designers requesting bids from designers for a Logo including the cost, timeline, and a portfolio of work with a due date for submission by 8/1/2024.
- Trustees H. Roedel and C. Cuthbertson researched graphic designers and came up with 6 names of Flathead Valley designers. Letters will be sent from T.Dugan for requests for submission to the designers outlining the parameters for requests.

D. Response to Public Comment

- Discussion whether to include 2 graphic designers that previously reached out to the Trustees. The 2 graphic designers would now like to be included in the running for the logo. After discussion, H. Roedel and C. Cuthbertson agreed to include the 2 into the running for the logo design. The PR Committee now has 8 graphic designers to which the letter will be sent requesting a bid for the logo.

E. Adjourn

- Meeting adjourned at 3:55 pm.
- Reopened at 3:56 to set next PR Committee meeting for Friday, August 2nd at 2:30 pm.
- Meeting adjourned at 3:57 pm.