

**LIBRARY TRUSTEE POLICY COMMITTEE
WORK SESSION
TUESDAY, SEPTEMBER 17TH, 2024 11:00 AM
LIBRARY BUSINESS OFFICE
247 1ST AVE EAST KALISPELL
MEETING MINUTES**

A. Call to Order

Trustee Ingram called the meeting to order at 11:02am.
Members Present: Dave Ingram, Jane Wheeler, Teri Dugan.

Pubic Members Present: Mellissa Wood.

B. Personnel Policy- Hiring of Director and Staff

- The current policy titled *Hiring of the Director and Staff* was reviewed.
- Wheeler noted updates needed on our website with regards to our new Bigfork hours and address.
- Suggested updates were discussed.
- Additional MCA rules were reviewed.
- Dugan will create the draft for review of the full board at the September meeting.

C. Reviewing the *Continuing Education*.

- The current Continuing Education Policy was reviewed.
- Suggested updates were discussed.
- Dugan will create the draft for review of the full board at the September meeting.

D. Housekeeping

- Next Policy Committee meeting was set for September 30th at 11am in the Library meeting room.
- The Confidentiality Policy and Protection of Copyright will be reviewed at this scheduled committee meeting.

E. Adjourn

- The meeting adjourned at 11:45am.