



WHITEFISH COMMUNITY LIBRARY

WHITEFISH COMMUNITY LIBRARY BOARD OF TRUSTEES MINUTES OF MEETING ON JANUARY 8, 2020 WHITEFISH COMMUNITY LIBRARY, 9 SPOKANE AVE

Trustees Present: Anne Moran, Chair; Cheryl Hyland, Vice Chair; Representative; Kris Lierboe, Trustee; Sarah Ericson, Tamarack Federation Representative; Trevor Gonser, Trustee-in-Training

Others present: Joey Kositzky, Director;

Not Present: Mary Vail, Treasurer

1) CALL TO ORDER:

The meeting was called to order at 7:00 p.m.

2) COMMUNICATIONS FROM THE PUBLIC:

None

3) DIRECTOR'S REPORT

OLD BUSINESS:

- a) Approve the November 13, 2019 Board of Trustees' meeting minutes

MOTION:

Trustee Ericson made a motion to approve the November 13, 2019 Board of Trustees meeting minutes. Trustee Hyland seconded the motion. Motion passed unanimously.

- b) Policies and Procedures:

Director Kositzky reported that there were no policies that needed to be reviewed at this time.

c) WLA Report:

Trustee Hyland reported on her visit with Gail McClaren from The Whitefish Theatre Company concerning the Round-up For Safety grant to replace the fire alarm system in the library. The anticipated cost of the system replacement is \$12,797. It was noted that the Roundup for Safety grant is unlikely to cover the entire cost, and discussion occurred that the WCL Budget may have to pick up the remainder if a portion is secured through the grant.

MOTION:

Cheryl Hyland made a motion to request Whitefish Library Association (WLA) to pursue a grant to replace the fire alarm system through Flathead Electric Round-up For Safety. Trustee Lierboe seconded the motion. Motion passed unanimously.

Hyland reported that the WLA will be applying for the full distribution from the WLA's Donor Directed Endowment from Whitefish Community Foundation (WCF). She also reported that WLA was working on completing the application for participation in Amazon Smile. She also encouraged the Trustees to view the new WLA website at whitefishlibraryassociation.org.

Finally, Hyland reported on WLA's plan to participate in the WCF Great Fish Challenge for 2020. After discussion with Kositzky, it was agreed that the WCL would confirm that WLA's primary goal would be to replace the carpet in the library and the secondary goal would be left to the discretion of the Library Director.

MOTION:

Ericson made a motion to approve the WLA's proposed primary goal in the WCF Great Fish Challenge for the purpose of securing new carpet for the library, with the secondary goal being left to the discretion of the Library Director. Hyland seconded the motion. Motion passed unanimously.

d) Financials

Kositzky explained the reason Publicity, Dues and Subscription Account #330 on the Statement of Expenditures was showing such a large amount is due to the fact that

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many of the library's dues (MSC., OCLC, MTLibray2Go, etc.) are paid in July and August of the fiscal year.

Moran requested Kositzky to check on the Miscellaneous Revenue amount for the month of October since it reflected such a large amount.

e) Budget Update

No report available

f) Update on Department of Education (DOE)

Kositzky reported that improvements made to the WCL website brought it to 100% compliance with DOE's possible concerns.

g) Introduction of new Trustee-in-Training

Moran welcomed Trevor Gonser, our new Trustee-in-Training.

h) Other Old Business

Moran reported on her discussion with Jim Kenyon, President of Whitefish Credit Union, regarding securing a requirement for two signatures to withdraw funds from the Harriet Glanville bequest account. Kenyon has agreed to require two signatures to withdraw from this account. He has also indicated that the Whitefish Credit Union cannot enforce requirements for related Trustee actions but that the Trustees can enforce that within their own authority. Chair Moran circulated a copy of the resolution drawn from the motion at the last meeting; it will be executed by Secretary Kositzky and submitted to the Whitefish Credit Union for their records.

5 NEW BUSINESS

a) Planning Priorities

Moran requested Kositzky to forward a copy of the planning priorities to Gonser.

b) TIF Remodeling

Discussion followed relative to potential contractors as an agreement would need to be in place prior to June 30, 2020 for WCL to take advantage of using these funds.

Lierboe offered to create an estimate of costs which is required before the library can apply for TIF funding which is scheduled to end in June 2020.

c) 2020 Director Review Process

Moran passed out evaluation papers to the Trustees asking them to evaluate the Director and return them to her before the next meeting date. She also gave Kositzky a copy for her self-evaluation, and requested that she also respond as well.

d) Next Meeting Date

The next meeting will be February 12, 2020 at 7pm.

e) Other New Business

None

MOTION:

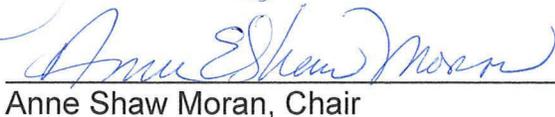
Hyland made a motion to adjourn the meeting at 8:50 pm. Ericson seconded the motion.

Motion passed unanimously.

Respectfully Submitted,


Joey Kositzky, Secretary

2/12/2020
Date


Anne Shaw Moran, Chair

2/12/2020
Date