



# WHITEFISH COMMUNITY LIBRARY

## BOARD OF TRUSTEES MEETING MINUTES

April 12, 2023, 7pm

9 Spokane Ave., Whitefish, MT 59937

Trustees present: Sarah Ericson, Chair; Trevor Gonser, Treasurer (via Zoom); Jessica Tubbs, Vice Chair; Deb Bond, Tamarack Federation Representative; Kelly Peppmeier, Trustee.

Others present: Library Director Mary Drew Powers, Secretary; Gina Schiff, Youth Services Librarian at WCL.

### 1) CALL TO ORDER

Ericson called the meeting to order at 7:09 p.m.

### 2) COMMUNICATIONS FROM THE PUBLIC

None. At this time Gina Schiff, new Youth Services Librarian, was introduced to the Board and welcomed to WCL.

### 3) DIRECTOR'S REPORT

Director Powers reported on a staff member's health-related diminished role at the library for some months and the need for more staff; new YS librarian, the absence of rowdy youths, the budget work with Board Treasurer Gonser, and more comfort in her position.

### 4) OLD BUSINESS

- a) Approval of April 12th, 2023 Board of Trustees' Meeting Minutes

MOTION:

Gonser made a motion to approve the April 8, 2023 Board of Trustees' Meeting Minutes, seconded by Tubbs. Motion passed unanimously.

b) Policies and Procedures

i) Policy 2031. Censorship

DISCUSSION: Whitefish City Attorney's opinion on policy (positive); input on links vs appendices gathered (links preferred to keep policy up-to-date). Also discussed: an updated Request for Reconsideration form.

MOTION:

Gonser moved to adopt Policy 2031 as amended, seconded by Peppmeier. Motion passed unanimously.

TASK: Powers to type as amended for Ericson to sign; update on website.

TASK: Powers to amend form to present at May 8 Board meeting.

c) WLA Report

No communications this month.

d) Financials

Still a question about #350 Professional Services.

TASK: Powers to query Lanie regarding that item.

e) Budget

Gonser and Powers met with City Manager Dana Smith and City Finance Director Lanie Gospodarek with the preliminary budget.

TASK: Gonser & Powers to finalize budget for Board of Trustees' approval at May 8 Board of Trustees meeting.

f) Covid-19 Update

Nothing to report.

g) Long-Range Planning

DISCUSSION: Ericson noted when donations are offered that WLA be considered as recipient as their funds are unrestricted. Ericson will consult with City Public Works Director Craig Workman regarding when projects require a sealed bid. City of Whitefish Climate Action Plan needs consideration when planning projects. Peppmeier consulted with Workman as to reliable vendors. The following areas are assigned as follows:

- Lighting – Ericson
- Children’s Area – Bond, Tubbs
- IT – Gonser, Powers
- HVAC & Roof - Peppmeier

h) OTHER OLD BUSINESS

No new complaints from patrons

Add policies due for updates to agenda for May 8 Board of Trustees meeting.

TASK: Powers to research which policies are due for updates via Gonser’s previously supplied spreadsheet and add to agenda if necessary.

5) NEW BUSINESS

- a) Budget is available to hire a new part-time staff person.

TASK: Powers to begin hiring process.

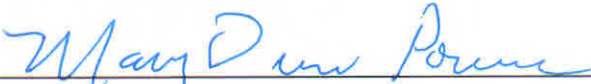


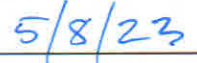
- b) Next meeting date: May 8, 2023

6) ADJOURNMENT

MOTION:

Bond moved to adjourn the meeting, seconded by Tubbs. Motion passed by unanimous consent. The meeting adjourned at 9:13 p.m.

Respectfully submitted:

	
_____ Mary Drew Powers, Secretary	_____ Date
	
_____ Sarah Ericson, Chair	_____ Date