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

Others Present:
Library Director Mary Drew Powers, Secretary

1) CALL TO ORDER

The meeting was called to order at 7:07 pm by Chair Ericson.

2) COMMUNICATIONS FROM THE PUBLIC

None

3) DIRECTOR’S REPORT

Director Powers corrected a mistake in the report: the amount for training trip was $990, not $1400. Takeaways from the road trip: successful libraries created flexible spaces for short-term uses and utilized equipment that had multiple uses.

Powers updated Trustees on HVAC.

TASK: Powers to research - Craig Workman (Public Works) will be queried regarding the two options given by Carson Bros to find expensive parts to bring in the outdoor airflow, or to keep vent open on a permanent basis; Jeff Brown (Facilities Maintenance Foreman) will be queried regarding the boot which needs to be added to the vent — will
we need a roofer or?

Discussion of current library positions and the city’s classification process. Director Powers to continue with current positions for the purpose of hiring and work with S. Baccaro (HR) to identify positions and classify.

4) OLD BUSINESS

a) Approval of April 12, 2023 Board of Trustees’ Meeting Minutes

MOTION:

Bond made a motion to approve the April 12, 2023 Board of Trustees’ Minutes. Peppmeier seconded the motion. Motion passed unanimously.

b) Policies and Procedures
   1) 2017. Appropriate Behavior of Library Users, and
   2) 2018. Children and the Library

DISCUSSION: Powers asked that these be considered together as they are related. Policies from Missoula, MT and Neill Public Library (Pullman, WA) were brought in for comparison.

MOTION: Ericson made a motion to postpone action on the two policies until the June meeting pursuant to a rewrite as per Board discussion. Tubbs seconded the motion. Motion passed unanimously.

TASK: Tubbs to rewrite for inclusion in June meeting packet.

c) WLA Report

Kositzky reported that WLA is digitizing documents and has an Eagle Scout wishing to do a project for the Library. They request to be kept in the loop as to costs associated with the lighting project (rehabilitation of the library’s current inadequate lighting).

d) Financials

The recurring question of the #350 line item was laid to rest by City Finance Director Lanie Gospodarek: WCL has no #350 Professional Services as other departments do, so these expenditures were moved to #370 Travel and Training.

1) Endowment Update
Gonser reported that the endowment has gone up "a couple of hundred" but no other new info on the WCF dashboard.

e) Budget

DISCUSSION:

Bond had a question about #510 insurance changes in budget over the years; Board was curious if move to having City IT take over IT for Library would change the amount of #880 Administrative Costs. Gonser wondered about $21,000 "in the hole" in our budget that we plan to cover with the budget surplus – is that acceptable to City Council?

TASK: Powers to query Lanie and Dana Smith on above questions.

MOTION: Gonser made a motion to approve the preliminary FY24 budget contingent on changes necessary to include IT services through the City of Whitefish. Bond seconded the motion. Motion passed unanimously.

f) COVID-19 Update

There was no change in the current COVID-19 procedures. Since President Biden ended the COVID-19 Emergency on April 11, 2023, we will remove this standing item from future agendas.

g) Long Range Planning

DISCUSSION: Priorities were set to include the Children’s Area (Tubbs and Bond with YS Librarian Schiff and Powers), Lighting (Ericson), Director’s office (Peppmeier and Powers), IT (Powers and Gonser). Replacement of roof and HVAC will take more time to research and schedule. Short-term HVAC repairs will go ahead following the tasks noted in 3) Director’s Report.

h) Other Old Business

Trustees discussed potential candidates for Trustees in Training. The Board will begin the application process in Fall 2023.
intent for writing the book, as stated on his blog. The Board supports the challengers' right to not read this book and also the right of other families to choose this book.

MOTION: Ericson moved to retain Fred Gets Dressed by Peter Brown as part of the collection. Peppmeier seconded the motion. The motion passed unanimously.

TASK: Powers to update staff on policy 2031. Censorship policy and the procedure to assist patrons wanting a Request for Reconsideration.

b) Tamarack Federation Meeting Summary

Bond and Powers reported a fruitful training. Powers had follow up from Tracy Cook of the State Library on several questions. Changes because of this training include: send draft minutes to all Board members for correction, change to a consent agenda consisting of the previous meeting's minutes and the financial statement.

c) Other New Business

1. Department Goals

City Manager Dana Smith requests Department Goals from Department Heads. Has the Library ever done this?

TASK: Powers to query Dana and report to Board via email

6) ADJOURNMENT

MOTION:

Gonser made a motion to adjourn the meeting. Tubbs seconded the motion. The meeting was adjourned by unanimous consent at 9:07 p.m.

Respectfully submitted:

Mary Drew Powers, Secretary

Sarah Ericson, Chair