

**LIBRARY DIRECTOR**  
**TERI DUGAN**  
**AUGUST 2025**

- Our front signage in Kalispell is currently undergoing renovations in collaboration with Kalcop, a local sign company. To reduce costs, we've taken on some of the sanding and painting ourselves. Kalcop will handle the creation and installation of the front panel and lettering, while we complete the final touches on the rest of the sign. Additionally, we're installing a new sign at the entrance to the library driveway in Bigfork. This sign is larger, easier to read, and aligns with our updated branding.
- The roof at the Bigfork Library needs repair and patching. It was not included in the previous renovation project for the rest of the building. I've met with several roofing contractors to assess the situation and determine what work is needed. While a full roof replacement is part of our long-term capital plan, we need to address the current issues sooner. I've reached out to the Library Foundation and members of the previous capital campaign for support. The Foundation has expressed willingness to help share the cost of these repairs. A full roof report, including recommended repairs, will be included in this month's board packet.
- The elevator at the Kalispell location is currently out of service. A technician is actively troubleshooting the issue, but the problem has not yet been identified. In the meantime, we've resumed offering curbside service to assist patrons who may have difficulty accessing the building. We've also adjusted our delivery process by receiving book crates and shipments through the garage. This change helps minimize the need to carry materials up and down stairs. This summer has brought a number of challenges for both our patrons and staff, as we continue striving to provide the best service possible. Between construction disruptions and ongoing facility issues, we've had a particularly demanding few months.
- I attended a training sponsored by Flathead County titled "Americans with Disabilities Act – What You Need to Know as a Supervisor." The session was led by the Flathead County Human Resource Director and provided valuable insights into:
  - Recognizing and appropriately responding to ADA accommodation requests.
  - Understanding employer responsibilities under the ADA.
  - Ensuring compliance through the ADA interactive process.This training enhanced my awareness of ADA-related procedures and reinforced the importance of knowing the steps to follow.
- I've been invited to join a group project led by Tracy Cook, Lead Consultant at the Montana State Library. The initiative involves collaborating with 8–10 public library directors to establish a community of practice focused on strengthening relationships with local government officials. Our first meeting is scheduled to take place during the Fall Workshops in Great Falls this September, where we'll begin defining the group's purpose and structure.

**TRAFFIC COUNTS- JULY 2025**

**Kalispell-** 11,774

**Columbia Falls-** 5,671

**Bigfork-** 2,480

**TRAFFIC COUNTS- JULY 2024**

**Kalispell-** 13,446

**Columbia Falls-** 5,200

**Bigfork-** Closed for relocation

**SYSTEMS ADMINSTRATOR**  
**SAM CROMPTON**  
**AUGUST 2025**

QTR II 2025 HP managed print service continues to pay dividends, with over \$3,000 in direct toner savings YTD vs the library independently purchasing supplies online or from distributors.

Faronics Deep Freeze is critical security software enabled on all public computers providing static configuration, control, visibility and statistics via the cloud. However, it does periodically cause rebooting and shutdown task problems. These problems are usually resolved by uninstalling the client on the effected computer, then reinstalling, but that uninstall process can sometimes take hours to finalize. It's had almost no impact on patron use, but does require admin time to resolve.

Menu mailbox voicemail greeting updated on library main phone number 758-5820 to reflect our name change and call distribution edits. Also, during road construction, call forwarding needed to be temporarily routed differently than reinstated, to assist curbside deliver. Coordinated these changes with the County who implemented in a timely fashion.

Experienced a surveillance camera outage that required an RMA with Cisco/Meraki. The device was about five years old but still supported and under warranty. The manufacturer agreed quickly to replace. After further troubleshooting the distribution cable was also determined to be defective, so the replacement camera will be relocated to cover a different area on the 2<sup>nd</sup> floor in Kalispell.

Replaced the public computer at the station using a laptop in Kalispell from a Surface Go 2 to a Dell laptop. The Surface device was more of a notebook appliance vs the Dell laptop which has better performance and is more accepted for use by the public. Both these devices were repurposed from previous uses, so no new hardware or software costs to the library.

Prepared and set up a laptop in the meeting room for a patron who requested assistance a few hours before a Zoom job interview. Although our 12 yr. old laptops still function adequately for such tasks, they will become obsolete in October 2025 when Microsoft ends support for Windows 10. After that date, all nine of them will be responsibly recycled.

## **COMMUNICATIONS LIBRARIAN LUNE AXELSEN AUGUST 2025**

The past month my time has been filled with all thing Summer Experience. The Communications team promoted children's and teens programs at all locations, as well as several adult programs. We took photos, edited videos, crafted social posts about the value of library programming and preventing summer slide. We did radio interviews, made posters and print materials, and updated several online calendars. We found that all of this works to get the word out and get families and community members coming into the library.

Now that Summer Experience has concluded for 2025, the Communications team is moving onto fall programming. Since there's a short break for kids and teens programs, we are focusing on upcoming adult programs, and there's a really cool lineup! This week I've been busy designing posters, social media campaigns and updating fall print and digital material to promote the Friends Book Sale, a Hawk Watch Presentation with the Flathead Audubon Society, a Creative Aging program for adults 55+, and more!

Additionally, I've been working with John, our web designer from Frostbyte Web Solutions, to make updates to our website. You will now see a new navigation menu and a number of updates to the layout. There are a few more updates to come, but we are making progress.

I've also been working with Tony and Teri to find a solution to getting a new sign in front of the Kalispell library. I was able to find an affordable solution from Kalispell Copy, who is creating a new sign face with the FCL logo for a great price. Tony has been working on painting the current sign casing to match our new dark blue color to prepare for the new sign face coming soon! We are all very excited for this update.

It's also time for new art shows at all locations! Next week, I'll be working with current artists to take down their shows, and new artists to put up their shows. Fall art exhibits are as follows: Kalispell: Jane Emmert; Columbia Falls: Tom Roberts; Bigfork: Jonathan Marquis.

### **Social Media Snap Shot**

This month our followers continue to increase on Facebook and Instagram, and our reach and engagement remain steady.

#### **Social Media Stats:**

- **Facebook:**
  - 174 New Followers this period (2% increase in the last 28 days)
- **Facebook Post Reach:**
  - 250K accounts reached with our posts (30% decrease in the last 28 days)
- **Instagram Followers:**
  - 40 new followers this period (2% increase in the last 28 days)
- **Instagram Views:**
  - 29,824 accounts views this period (9% increase in the last 28 days)
- **Website Pageviews:**
  - 21,933 pageviews this period (9% increase in the last 28 days)
- **Website top 5 viewed pages:**
  - **Teens**
  - **Kids**
  - **Summer Experience**
  - **Request an Item**
  - **Locations & Hours**

**REBECCA JOHNSON**  
**CHILDREN'S LIBRARIAN**  
**AUGUST 2025**

### **CHILDREN'S DEPARTMENT UPDATES**

A crowd of about 100 children and adults enjoyed activities inside and outside the Bigfork library on August 11<sup>th</sup>, bringing this year's Summer Reading Experience to a close. The Youth Services team is going to take a 3 week break from programs to clean up, organize and recharge! Fall programs for kids will begin the first week of September.

### **BABY/TODDLER STORYTIME** **JULY ATTENDANCE STATS (AGES 0-3)**

Kalispell: 178 children (5 programs) \*at Depot Park

Columbia Falls: 29 children (3 programs)

Bigfork: 20 children (3 programs)

### **SUMMER READING EXPERIENCE**

Look for a full Summer Reading Experience report next month!

### **OUTREACH**

#### **STORY STROLL**

Visitors to Wayfarers State Park in Bigfork were delighted with the opportunity to read "Bear Came Along" by Richard Morris while enjoying the Harry Horn Loop trail. A number of people have expressed their gratitude for this activity and talked about how it was a favorite weekly event. Thank you to Library Advisor Halie for setting up this partnership and activity!

#### **POOL STORYTIME**

The weather was unpredictable and a little cool for a few of our pool storytime days but that didn't stop kids and their caregivers from enjoying water themed stories and songs at the Woodland Water Park activity pool and the Pinewood Aquatic center. Our community is so thankful for these programs and we are grateful to Kalispell Parks & Recreation and city of Columbia Falls for making these fun free programs possible for families with young children.

**WOODLAND WATER PARK: 5 PROGRAMS – 328 CHILDREN**  
**PINEWOOD AQUATIC CENTER: 3 PROGRAMS – 62 CHILDREN**

**\*2 CANCELED DUE TO RAIN**

**KAT WILSON**  
**COLLECTION SERVICES LIBRARIAN**  
**AUGUST 2025**

**July 2025 Circulation Statistics**

	<b>July 2025</b>	<b>July 2024</b>	<b>July 2023</b>	<b>July 2022</b>
<b>Juvenile</b>	19904	18059	17168	17688
<b>Young Adult</b>	1474	1524	1303	1190
<b>Adult</b>	12906	12439	12606	14610
<b>Overdrive ebooks</b>	4141	4615	4589	4239
<b>Overdrive audiobooks</b>	8232	7398	6829	6372
<b>Overdrive magazines</b>	1878	1098	500	308
<b>Total</b>	48535	45133	42995	44407
<b>ILLs Borrowed</b>	48	29	38	35
<b>ILLs Loaned</b>	34	43	35	28
<b>Outgoing Partners Crates</b>	307	327	303	293
<b>Incoming Partners Crates</b>	320	336	301	243

**Lakeside and Marion FY26 Circulation Statistics**

	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>
<b>Lakeside</b>	140											
<b>Marion</b>	N/A*	N/A*										

\*Marion closed first week of June through August.

**PUBLIC SERVICES LIBRARIAN**  
**TONY EDMUNDSON**  
**AUGUST 2025**

On August 11, we welcomed new Custodian Tanya DeShaw, who comes to us with vast cleaning experience and delightful personality. Along with our morning Custodian, Sid Fichter, they are making our spaces shine. With each of them spending one shift in our Bigfork library, we have increased our cleaning hours at that location.

We recently painted our Flathead County Library lettering on our front facing flower beds. The new branded orange stands out bright and welcoming to our visitors. We're currently working on the larger sign, which will be painted in-house, and eventually have a professional vinyl face made by KalCopy.



**COLUMBIA FALLS BRANCH MANAGER**  
**LIZ CAMARILLO**  
**AUGUST 2025**

Summer Experience programs have concluded! The YS team did a fantastic job and is currently on break, preparing for our upcoming Fall programming. We have exciting fall activities planned, along with outreach events and a few changes coming to our regular program schedule.

We're excited to add Sensory Saturdays to the Columbia Falls schedule, starting September 6<sup>th</sup>. Both Kylin and Liza will be helping to cover this program while we gather feedback from the community to determine if any adjustments are needed. Our Toddler Time sessions will be moving from Mondays at 11 AM to Tuesdays at 11 AM. We've been actively informing patrons about this upcoming change to ensure Toddler Time isn't canceled due to holiday closures.

We have some fun fall-themed zones planned for our adult patrons! At the end of this month, we're featuring the Make One, Take One zone, which ties in with our Art Bingo cards. Patrons will have the opportunity to paint a tiny magnet, leave it on our board for someone else to enjoy, and take one that was painted by another participant. In September, our featured zone will connect with our upcoming Bird Bingo and will include Tea Towel Stenciling using bird themed stencils.

It appears we experienced a lightning strike or some form of power surge strong enough to disable one of our self-checkout stations and reset two of our A/C units. Fortunately, the monitor and receipt printer were unaffected, but Sam did have to replace the computer. We also had a technician inspect the A/C units, and he found they had no wire damage. They just needed the outdoor breaker switch reset.

Staff got to take a tour of the Columbia Falls Museum. Peg Sorenson served as our host, and she did an excellent job sharing interesting facts about the history of Columbia Falls. The museum's connection to the Columbia Falls Historical Society led us to Craig Blair, who produced the documentary Doug Follett—Glacier's Poet. This film will be screened at the library on September 23rd.

**ADULT SERVICES LIBRARIAN  
BIGFORK BRANCH MANAGER  
DEIDRE MCMULLIN  
AUGUST**

**Bigfork Branch Library:**

We have survived the work on our parking lot this month, and we're eagerly anticipating the actual paving to begin. I worried that the construction and work on the parking lot would deter patrons from visiting the library, but it seems they're all a lot more intrepid than I thought! And they really value the services of the library, clearly, because they have continued to arrive throughout the project. I've been told that the work should be completed before the end of the month, which would be amazing.

This month was the one-year anniversary of opening in our new building. Quite a few folks came to the library just to have a look, some who had never been here before. It's been such a great year, and the expanded collections, high circulation numbers, and increased programming has made all the work feel worth it.

**Adult Programming:**

Art Bingo will be wrapping up the on the 30<sup>th</sup>, and then we will switch to Bird Bingo. This will include library related prompts like "read a book with a bird on the cover" or "check out a field guide" and also prompts like "observe a shorebird" or "go to a bird banding event." This, along with most of this quarters programming, is in partnership with Flathead Audubon Society. We are also planning three lectures in the Bigfork Community Room, the first of which is about the Jewel Basin Hawk Watch program, that will be on September 5. On October 25, we will cohost a board game event at the Kalispell library with the game "Wingspan" – which was created by an ornithologist.

On August 8<sup>th</sup> the Bigfork Piecemakers Quilt Guild taught a drop-in class on making a nine-patch pillow. We provided the sewing machines and polyfil and they provided their time and expertise as well as scrap material for people to use. About a dozen people came to make pillows. The quilters guild uses our community room monthly, and it felt wonderful to have a community organization to collaborate with. Hopefully this event also helped bring new members to their guild!

We also hosted Leslie Budewitz, a local Bigfork author, to present her talk on the historic figure Mary Fields. Leslie originally created this talk as part of the Humanities Montana lecture series, but as that organization recently lost all their funding, they have discontinued the program. We felt lucky to be able to host her at our library! There are certainly a lot of history buffs in this valley!

Columbia Falls Branch Manager Liz Camarillo and I have been working together to build robust Adult Programming for Columbia Falls, and the results of that work have been going well. This month we have one more art related Zone, where patrons can paint a miniature painting and exchange it for another in a Make One Take One mini gallery. Kay Lyle from Manicure Studio completed her letterpress tour of our library system with a day in Columbia Falls as well.