



LIBRARY BOARD OF TRUSTEES MEETING  
THURSDAY, AUGUST 28, 2025 6:30 PM  
SOUTH CAMPUS CONFERENCE ROOM  
KALISPELL, MONTANA  
AGENDA

We encourage written public comment. Please email [librarytrustees@flatheadcountylibrary.org](mailto:librarytrustees@flatheadcountylibrary.org) to submit your comments. Comments should be received at least 24 hours prior to start of meeting for trustees to review.

**A. Call to Order**

**B. Open time for persons to address the Board on matters within the Board's jurisdiction**

**C. Reports**

1. Friends of the Library Report-Friends Representative

2. Financial Report-Dugan  
Final June 2025 report  
Public comment

**ACTION**

3. Director's & Staff Report  
Public comment

**D. Approval of Minutes**

1. Regular Board Meeting, July 24, 2025  
Public comment

**ACTION**

2. Policy Committee Work Session, August 12, 2025  
Public comment

**ACTION**

3. Facilities Committee Work Session, August 15, 2025  
Public comment

**ACTION**

**E. Committee Reports**

1. Policy Committee Report- Ingram, Wheeler  
Circulation of Materials to Organizations Policy  
Contracted Services Provided to Other Entities  
Volunteering Policy  
Upcoming: Donations Policy  
Public comment

**POSSIBLE ACTION**

2. Personnel Committee Report- Roedel, Adams

**POSSIBLE ACTION**

Open Positions, staff milestones  
Public comment

3. Facility Committee Report- Cuthbertson, Wheeler  
Buy/sell agreement updates  
LOI with Parkline discussion  
Columbia Falls branch outreach  
Public comment

**POSSIBLE ACTION**

4. PR Committee Report-Roedel, Cuthbertson  
Case for Support Brochure  
Public comment

**POSSIBLE ACTION**

5. Budget Committee- Ingram, Adams  
FY25 Year End Balance transfer  
Public comment

**POSSIBLE ACTION**

**F. Unfinished Business**

None

**G. New Business**

1. FY26 Committee Assignments- Ingram

Budget Committee  
Personnel Committee  
Policy Committee  
Facilities Committee  
Public Relations Committee  
Public comment

2. Circulation of Materials to Organizations Policy  
Discuss and approve suggested updates to Circulation of Materials to Organizations Policy  
Public comment

**ACTION**

3. Contracted Services Provided to Other Entities Policy  
Discuss and approve Contracted Services Provided to Other Entities Policy  
Public comment

**ACTION**

4. Volunteering Policy  
Discuss and approve Volunteering Policy  
Public comment

**ACTION**

5. Bigfork Library Roof Condition  
Discussion and Options for roof repair  
Public comment

**ACTION**

6. 501(c)(3) Opportunities  
Discuss options  
Public comment

**POSSIBLE ACTION**

7. Hot Spot Options  
Discuss donation offers to fund hotspots  
Public comment

**ACTION**

8. Thank you Letters to Donors from Trustees  
Discuss and approve signing of thank you letters  
Public Comment **ACTION**

9. Approval to stay open until 7:30 pm on:  
Tuesday, September 23<sup>rd</sup>, Library Program- Doug Follett- Glacier Poet  
Documentary.  
Public comment **ACTION**

10. Approval to stay open until 8:00 pm on:  
Wednesday, Oct. 15 for a library program- Baroque Music Concert-Carrie Kraus  
and John Lenti of Baroque Music Montana.  
Public Comment **ACTION**

#### **H. Housekeeping**

**Comments from Trustees:** Opportunity for individual Board members to respond to public comments.

**Next regular meeting,** September 25, 2025 at 9:00 am, South Campus Conference Room.

#### **I. Adjourn**