

**LIBRARY TRUSTEES FACILITIES COMMITTEE
WORK SESSION
FRIDAY, MAY 15TH, 2026 2:30 PM
MEETING MINUTES**

A. Call to Order

Trustee Cuthbertson called the meeting to order at 2:48 pm.

Members Present: Jane Wheeler, Carmen Cuthbertson, (Realtor) Wendy Brown, (Staff) Teri Dugan, and Rhonda Hawkins

Public Members Present: None

B. Public Comments- None

C. Future Kalispell Library Discussion –

- Reviewed and updated the Timeline for a new Library.
- There will be a kickoff Zoom meeting with *BrandRaise*, the Trustees, and some Library staff held on 5/19/26. The meeting has been posted and the public is welcome to attend via Zoom.
- Discussed the need for property dimensions for LSW to be able to finish their project.
- Brown discussed creating a new letter of intent to send to SHOP development. Suggested updates included the amount of earnest money needed, the property price, dates for purchase, and escrow and recording fees. The new draft LOI will be presented to the Trustees at the Library Board's monthly meeting on 5/28/26 at 9 am.
- Discussion was made of other possible properties and their viability as a Library for Flathead County.

D. No Public Comment given.

E. Adjourn Meeting adjourned at 3:28 pm.