

**Flathead County Library Board of Trustees Meeting
Thursday, July 23rd, 2026, 6:30 pm**

**South Campus Meeting Room
MEETING MINUTES TIME LOG**

IN ATTENDANCE: (Board) David Ingram, Jane Wheeler, Doug Adams, Carmen Cuthbertson, Heidi Roedel (Via Zoom); (Staff) Teri Dugan, Rhonda Hawkins, Sam Crompton

PUBLIC PRESENT: Erica Wirtala

A. CALL TO ORDER: Board Chair Ingram called the meeting to order at 6:30 pm.

B. PLEDGE OF ALLEGIANCE

C. OPEN TIME FOR PERSONS TO ADDRESS THE BOARD ON MATTERS WITHIN THE BOARD'S JURISDICTION.

- None

D. REPORTS:

1. **00:00:48** Flathead Library Foundation Report- Erica Wirtala
 - A \$7,000 Challenge Match Grant has been accepted.
 - \$10,000 has been received from the MT Community Foundation.
 - 1st quarter donation has been made to the Library.
 - The Great Fish Community Challenge Launch Party is on 8/11.
 - Discussed the Children's usage of the AWE computers, which the FDN helped to purchase.

No Public Comment given

2. **00:08:22** Flathead County Friends of the Library Report-
 - No report given.
 - The Friends Book Sale will be held September 18-20, 2026 at the Kalispell Center Mall.

No Public Comment given

3. **00:08:39** FY26 Preliminary June Financial Updates- Dugan, Classics Collection Analysis Report- Edmundson
 - Budget report for June and July will be available for the next Board meeting in August.
 - Discussed balances left over in the budget.

No Public Comment given

4. **00:12:02** Director and Staff Reports- Dugan
 - Some Library staff and members from the Friends and Foundation groups will be participating in the Fair Parade held in August.
 - Discussion of the Columbia Falls Library Branch.
 - Edmundson discussed the Library's current Classics Collection and the further development of the nonfiction section.

No Public comment given.

E. APPROVAL OF MINUTES:

1. **00:27:45** Regular Board Meeting Minutes, June 25th, 2026
00:27:50 Moved by Cuthbertson "to approve the June 25th Board meeting minutes as corrected."
Seconded by Adams
No Public comment given
Motion passed 4 to 0. Roedel was absent
2. **00:28:04** Public Relations Committee Work Session Minutes, July 2nd, 2026
00:28:04 Moved by Wheeler "to approve the July 2nd Public Relations Committee work session minutes."
Seconded by Cuthbertson
No Public comment given
Motion passed 4 to 0. Roedel was absent
3. **00:28:31** Facilities Committee Work Session Minutes, July 15th, 2026
00:28:31 Moved by Cuthbertson "to approve the July 15th Facilities Committee work session minutes."
Seconded by Wheeler
No Public comment given
Motion passed 4 to 0. Roedel was absent

F. COMMITTEE REPORTS:

1. **00:29:23** PR Committee- Roedel (absent), Cuthbertson
 - Discussed strategies for number counts of books checked out in a time period.
 - A Communications Plan is in the process of being updated.**No Public comment given**
2. **00:32:25** Policy Committee Report- Roedel (absent), Adams
 - Did not meet this month.**No Public comment given**
3. **00:33:01** Personnel Committee Report- Ingram, Wheeler
 - Did not meet this month.
 - Next meeting 8/4 at 10:30 am.**No Public comment given**
4. **00:34:17** Budget and Finance Committee Update- Ingram, Adam
 - \$125,000 transferred to 4029**No Public comment given**

5. **00:35:19** Facilities Committee Report- Cuthbertson, Wheeler
 - LOI Status- No new information. SHOP/Parkline Development has the LOI and the Trustees, nor the Director, have heard back from them.
 - Discussed other possible Library Locations.
 - Next meeting 8/21 at 11:30 am.

No public comment given

G. UNFINISHED BUSINESS:

1. **00:43:18** MOU Evergreen School District
 - Reviewed and approved the final draft agreement with corrections.

00:48:00 Moved by Wheeler "to approve the MOU agreement with Evergreen School District as corrected."

Seconded by Cuthbertson

No Public comment given

Motion passed 4 to 0. Roedel was absent

2. **00:48:40** Marion School Agreement
 - Reviewed and approved the final draft agreement with corrections.

00:48:40 Moved by Cuthbertson "to approve the MOU agreement for a holds pick up at Marion School as corrected."

Seconded by Adams

00:52:43 (7:23 pm) Roedel attended via Zoom.

Further discussion by Trustees

No Public comment given

Motion passed unanimously

3. **00:54:55** Campaign Readiness Study with BrandRaise
 - Discussed the Campaign Readiness Progress.
 - Discussion of various ways to obtain input from the public.

H. NEW BUSINESS:

1. **01:03:33 Election of FY27 Officers**
 - Elect Chair and Vice-Chair for FY27

01:03:50 Moved by Wheeler "to elect Dave Ingram as the Chair and Carmen Cuthbertson as the Vice-Chair for FY27."

Seconded by Adams

No Public comment given

Motion passed unanimously

2. **01:05:42** Trustee Meeting Schedule for FY27
 - Reviewed the Trustees meeting schedule for the upcoming year 2026-2027.

01:06:48 Moved by Roedel "to approve the meeting schedule for the upcoming year 2026-2027."

Seconded by Adams

No Public comment given

Motion passed unanimously

I. HOUSEKEEPING:

01:07:27 Comments from Trustees- Wheeler, Ingram, Cuthbertson

Next regular meeting, August 27th, 2026 at 6:30 pm, South Campus Conference Room.

J. ADJOURN: Meeting adjourned at 7:42 pm.

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