FLATHEAD COUNTY Library

LIBRARY BOARD OF TRUSTEES MEETING
THURSDAY, SEPTEMBER 24, 2026 9:00 AM
SOUTH CAMPUS CONFERENCE ROOM
KALISPELL, MONTANA
AGENDA

We encourage written public comment. Please email 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. Pledge of Allegiance

C. Open time for persons to address the Board on matters within the Board's Jurisdiction

D. Reports

1. Friends of the Library Report-Friends Representative

2. Library Foundation Report- Wirtala

3. Financial Report-Dugan **ACTION**
   July 2026 report
   August 2026 report
   Public comment

4. Director's & Staff Report
   Public comment

E. Approval of Minutes

1. Regular Board Meeting, August 27, 2026 **ACTION**
   Public comment

2. Facilities Committee Worksession, August 21, 2026 **ACTION**
   Public Comment

F. Committee Reports

1. Policy Committee Report- Roedel, Adams
   Did not meet **POSSIBLE ACTION**
   Public comment

2. Personnel Committee Report- Ingram, Wheeler, Dugan **POSSIBLE ACTION**
   Director succession plan updates
   Knowledge transfer plan updates

Reviewed IT situation to lead board discussion
Public comment

3. Facility Committee Report- Cuthbertson, Wheeler
   Future Kalispell Library updates
   Columbia Falls Library updates **POSSIBLE ACTION**
   Public comment

4. PR Committee Report- Roedel, Cuthbertson **POSSIBLE ACTION**
   Did not meet
   Public comment

5. Budget Committee- Ingram, Adams **POSSIBLE ACTION**
   Did not meet
   Public comment

G. Unfinished Business

1. BrandRaise Campaign Readiness Study Updates-Wheeler, Cuthbertson, Dugan
   Public comment **POSSIBLE ACTION**

2. Smart Locker Project Updates- Dugan **POSSIBLE ACTION**
   Public comment

H. New Business

1. Early Closure Request for December 24th, 2026-Dugan **ACTION**
   Consideration to close at 3pm on Thursday, December 24th, 2026.
   Public Comment

2. Technology Administrator Job Description-Ingram, Wheeler, Dugan **ACTION**
   Review and approve updated job description for Technology Administrator.
   Discuss paygrade for position
   Public Comment

I. Housekeeping

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

Next regular meeting, October 22rd, 2026 at 9:00 am, South Campus Conference Room.

J. Adjourn