FLATHEAD COUNTY LIBRARY BOARD OF TRUSTEES
SPECIAL BOARD MEETING
TUESDAY, OCTOBER 13, 2026 1:00 PM
MEETING MINUTES

A. Call to Order

Trustee Ingram called the meeting to order at 1:00 PM

B. Pledge of Allegiance

Members Present: Dave Ingram, Jane Wheeler, Heidi Roedel, Carmen Cuthbertson by Phone, Teri Dugan, Tony Edmundson, Erica Wirtala, Sharon Furlong, Pete Melnick, Amy Farrell, Valerie Carlin, Wendy Brown.

Quorum Present

Absent: Doug Adams

C. Public Comments- None

1:07

D. Discussion of Potential Property Acquisition for the Future Columbia Falls Library

- The Board reviewed and discussed the Letter of Intent from the City of Columbia Falls proposing appropriation of $1 million in urban renewal tax increment funds to support the relocation of the Columbia Falls Branch Library.
- City of Columbia Falls Finance Director responded to questions from trustees regarding the proposed funding allocation.
- The Board discussed potential options for the deposit and management of the funds.
- Trustees discussed the importance of developing an interlocal agreement between the Library Board and the City of Columbia Falls to define the terms, responsibilities, and project details associated with the funding.
- The Flathead Library Foundation noted support for the project.
- Director Dugan reported that she will communicate with the Columbia Falls Library Association regarding the project and proposed funding arrangement.

31:05

E. Review and Consideration of Letter of Intent

- The draft letter of intent was discussed and reviewed.
- Revisions and corrections to the draft were discussed and incorporated.

46:16

MOVED BY D. INGRAM "to authorize the Facilities Committee to create a letter to the property owners expressing the value the library and its services to the community."

SECONDED BY H. ROEDEL

Motion carried unanimously

55:22

MOVED BY J. WHEELER "to approve the draft letter of intent, incorporating the revisions discussed and to authorize its execution with a signing date of October 13, 2026."

SECONDED BY H. ROEDEL

Motion carried unanimously

F. Review and Consideration of Realtor Commission

- The Board noted that the approved letter of intent included a 2.5% commission payable to Wendy Brown, real estate agent.

G. Public Comment

H. Adjourn Meeting adjourned at 1:57 pm.