FLATHEAD COUNTY Library

LIBRARY BOARD OF TRUSTEES MEETING
THURSDAY, OCTOBER 22, 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**
   September 2026
   Public comment

4. Director's & Staff Report
   Summer Reading Report- Johnson, Carll
   Public comment

E. Approval of Minutes

1. Regular Board Meeting, September 24, 2026 **ACTION**
   Public Comment

2. Personnel Committee Work Session, September 22, 2026 **ACTION**
   Public Comment

3. Personnel Committee Work Session, October 13, 2026 **ACTION**
   Public Comment

4. Special Board Meeting, October 13, 2026 **ACTION**
   Public Comment

5. Public Relation Committee Work Session, October 16, 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**
   Review of Director Job Description
   Candidate Interview for IT Manager Position
   Public comment

3. Facility Committee Report- Cuthbertson, Wheeler
   City of Columbia Falls Letter of Intent
   Buy/Sell Agreement to purchase Columbia Falls property
   Future Kalispell Library updates **POSSIBLE ACTION**
   Public comment

4. PR Committee Report- Roedel, Cuthbertson **POSSIBLE ACTION**
   Smart Locker Wrap Designs
   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. Wrap Design for Smart Locker-Roedel, Cuthbertson, Dugan **ACTION**
   Review and finalize wrap design
   Public Comment

2. Director Job Description- Ingram, Wheeler **ACTION**
   Review and approved updated job description for Library Director
   Public Comment.

3. Purchase Agreement for Columbia Falls Property- Ingram, Wheeler, Dugan
   Create and potentially approve Buy/Sell for Columbia Falls Property
   Public Comment **POSSIBLE ACTION**

4. Funding Allocation Received from City of Columbia Falls- Ingram, Wheeler
   Discuss deposit options for monies received for future home of Columbia Falls Library.
   Public Comment **ACTION**

5. Montana State Library Cooperative Services Agreement Review, Ingram, Dugan
   Discuss and Review Draft Agreements for MSL-administered cooperative services.
   Public Comment **ACTION**

I. Housekeeping

Comments from Trustees: Opportunity for individual Board members to respond to public comments.
Special board meeting to receive Feasibility Study Report, November 10th, 2026 at 1pm, Kalispell Library Meeting Room.

Next regular meeting, December 3rd, 2026 at 9:00 am, South Campus Conference Room.

J. Adjourn