



WHITEFISH COMMUNITY  
LIBRARY

WHITEFISH COMMUNITY LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
January 10, 2024  
WHITEFISH COMMUNITY LIBRARY  
9 SPOKANE AVE  
WHITEFISH, MT

Trustees Present: Jessica Tubbs, Chair; Sarah Ericson, Vice-Chair; Trevor Gonser, Treasurer. Via ZOOM: Deb Bond, Tamarack Representative.

Not Present: Kelly Peppmeier, Trustee.

Others Present:

Library Director Mary Drew Powers, Secretary; Bonnie Zepnick, member of the public.

1) CALL TO ORDER

The meeting was called to order at 7:06 pm by Chair Tubbs.

2) COMMUNICATIONS FROM THE PUBLIC

Bonnie Zepnick attended - she had tendered a letter of interest for Trustee-in-Training.

3) DIRECTOR'S REPORT

UPDATES: Director updated on IT progress and ongoing furnace issues.

4) AGENDA SUSPENDED FOR TRUSTEE-IN-TRAINING INTERVIEW. Ms. Zepnick was in attendance. After discussion of Trustee responsibilities, the application was withdrawn.

OLD BUSINESS

- a) Consent Agenda - Minutes of November 8, 2023, Board of Trustees meeting, and November and December 2023 Financial Reports.

MOTION:

Vice-Chair Ericson made a motion to approve the Consent Agenda. Treasurer Gonser seconded the motion. Motion passed unanimously.

TASK:

Director Powers to research timing of budget amendments.

- b) Policies and Procedures – 2019 Donations of Library Materials will be on agenda next month.

TASK:

Director Powers to upload 2019 policy for purposes of editing.

- c) WLA Report
- d) Budget

DISCUSSION: As Director Powers understands the budget process much better after a year, she hopes, with Board assistance, to better plan or schedule what might be in FY25 budget.

- e) Long Range Planning

UPDATES:

- i. Director's office – project is complete.
- ii. Lights – no update
- iii. Children's Department – Chair Tubbs and YS Librarian Gina Schiff met with a design professional volunteer who visits the Library with her children. Goal: to refresh children's area in FY25 budget cycle.
- iv. IT – notes provided by Director regarding new software for security and the transition to City of Whitefish email network.
- v. Tile in foyer – the contract packet needs only to be signed by City Manager.

TASK:

Director Powers to scan final Tile contract to Board.

DISCUSSION: Board intends to have a more responsive LRP in concert with budgeting and the Library Depreciation Fund.

