



# WHITEFISH COMMUNITY LIBRARY

BOARD OF TRUSTEES MEETING MINUTES  
March 8, 2023, 7pm  
9 Spokane Ave., Whitefish, MT 59937

Trustees present: Sarah Ericson, Chair; Trevor Gonser, Treasurer (via Zoom); Jessica Tubbs, Vice Chair ; Kelly Peppmeier, Trustee.

Not present: Deb Bond, Tamarack Federation Representative.

Others present: Library Director Mary Drew Powers, Secretary; City of Whitefish Finance Director, Lanie Gospodarek; Chief Financial Officer of Whitefish Community Foundation, Daria Perez

## 1) CALL TO ORDER

Ericson called the meeting to order at 7:00 p.m.

## 2) COMMUNICATIONS FROM THE PUBLIC

None

## 3) ORIENTATION FOR BOARD OF TRUSTEES

Chair Ericson provided a short overview of WCL finances, structure, and funding sources.

Lanie Gospodarek, Finance Director for City of Whitefish gave a history of WCL revenues, where they come from, and how the budget process works.

Daria Perez, CFO of Whitefish Community Foundation reviewed quasi- and permanent endowments, and the federal standards that WCF must meet in order to operate.

## 4) DIRECTOR'S REPORT

Director Powers updated the board on the new Youth Services hire, new programs at the library, staff requests for training, budgeting documents and possibilities for IT contractors.

Late-breaking so not on the official report: Director received training on supervision with other city employees; updates on Heckathorn bequest.

## 5) OLD BUSINESS

### a) Approval of March 8, 2023 Board of Trustees' Meeting Minutes

#### MOTION:

Gonser made a motion to approve the February 8, 2023 Board of Trustees' Meeting Minutes, seconded by Peppmeier. Motion passed unanimously.

### b) Policies and Procedures

#### i) Policy 2014. Library Card Privileges and Responsibilities

#### MOTION:

Tubbs moved to adopt Policy 2014 as amended, seconded by Gonser. Motion passed unanimously.

#### ii) Policy 2031 Censorship.

TASK: Powers to consult with ALA regarding appendices to our policy from their website – do they recommend links or static documents in full as appendices?

TASK: Ericson to consult with city attorney.

TASK: Ericson to develop response letter for challenges.

MOTION: Peppmeier made a motion to postpone action on Policy 2031 until April Board of Trustees meeting, seconded by Gonser. Motion passed unanimously.

### c) WLA Report

WLA awaiting their annual distribution from WCF.

### d) Financials

Trustees noted a possible error in Professional Services line item.

TASK: Powers to query Lanie regarding that item.



e) Budget

Trustees looked over budget timeline sent by Lanie and made plans to submit budget.

TASK: Powers to do a preliminary budget & meet with Gonser before meeting with City in April.

TASK: Ericson to draft a preliminary CIP – CIP is due April 3, 2023.

f) Covid-19 Update

Nothing to report.

g) Long-Range Planning

Discussion of Long-Range Planning was put off in light of budget considerations and one trustee being absent. It will remain a standing item on the agenda.

TASK: some LRP documents found by Powers to be added to April meeting packet.

6) NEW BUSINESS

a) Some youths were observed removing lightbulbs and otherwise abusing their library privileges. Director is working with the Whitefish Middle School to identify them and remove them from the library if necessary.

b) Next meeting date: April 12, 2023

6) ADJOURNMENT

MOTION:

Peppmeier moved to adjourn the meeting which was adjourned by unanimous consent. The meeting adjourned at 9:01 p.m.

Respectfully submitted:

	
_____ Mary Drew Powers, Secretary	_____ Date

	
_____ Sarah Ericson, Chair	_____ Date