

**LINCOLN COUNTY LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES  
LIBBY BRANCH & ZOOM  
WEDNESDAY JANUARY 24, 2024**

**Trustees Present:** Barb Hvizdak, Annie Gassmann, Laura Finley, Kerri Teisberg

**Others Present:** Alyssa Ramirez (Director LCL), Cara Orban (Montana State Library)(Zoom)

**Call to Order:** Hvizdak called today's meeting to order at 12:00pm.

**Approval of the Agenda:** The agenda was accepted by Hvizdak, seconded by Finley; approved.

**Public Comment:** N/A

**Old Business:**

Library District Discussion & Future Planning

- Meeting went better than expected
- 2 big questions
  - Buildings
  - Support for first FY
- Several questions that needed to be researched perhaps contact MACO (Montana Association of Counties)
- Question for Cara: How would that work with land/building transfer
  - Precedent in county or city transferring
  - Interlocal agreement or MOU
  - Polson example wording: “transfer library building and land which it is located”
  
- Ownership of buildings
  - Pending legal advice very supportive of giving us all 3 buildings
  - No mention of vehicle
- Funding
  - Would take on full fiscal year
  - Finley mentioned “at current levels”
- Resolution vs petition
  - Confusion on path
  - Will consider putting resolution together for us
    - Resolution, public hearing/comment period
    - Check with Melanie for firm timeline in all of this
      - Resolution is quicker idea
  - Josh presented special election as plan b
    - Burden of cost is on entity requesting it
    - Cost could be prohibitive
  - Working toward June ballot not November b/c of receiving funding at end of fiscal year and not have funding from county

- Is there precedence of doing a loan from the county should we run in to funding issues or other unexpected things?
- Boundaries and map, tax levy, # of trustees are all needed for resolution
  - On agenda for commissioner meeting next Wednesday, January 31 in Libby
- #4 didn't shut the door on contracted services—need to reach out to MACO to see legally what our options are
- Open to insurance question
- Employees do not pay an insurance premium
- Are there other entities that contract with the entity they just left? Cara says its an option but could be difference in city vs county. Could potentially do it if county was amenable to that
  - Could help supplement county's budget if we contract with them
  - Cleaner if we just get our own services
  - County will be available for questions but not help
  - Also included IT, finance, HR
- Big question was TLOC project and CDBG
  - Would be included as asset and go into MOU
  - MOU cannot be done until we are a district (once the district is voted on) (first board appointed, bylaws done) and then it will be transferred to us (adjacent lot/building to Troy Branch)
    - Future recommendations b/c they cannot be locked into any agreement b/c we do not exist as a district yet
- Commissioners are willing to help with messaging and the campaign process
  - Have to be very clear with messaging with giving up our current voted mils and will have to re-ask for them
  - Need to proofread what goes on the ballot before it is sent out
  - Work on messaging of what will happen if this doesn't work/doesn't pass
    - Branch close, hours and programs cut
- Resolution passing next Wednesday is not final. There is still time to pull it back and regroup should we feel the need.

Finley made a motion to form a library district, seconded by Gassmann; motion passed 4-0.

- District Subcommittee formed in place of Strategic Planning Committee:
  - Trustees Gassmann and Teisberg
- Resolution steps:
  - Map from clerk and recorder
  - Maximum mil levy
    - looking at 13.49
    - Need clear messaging about where the library funding is coming from—voted mils of 3.49 and then the “invisible funding” that they are actually paying but not seeing on their tax bill
    - CLEAR TALKING POINTS
    - Multi-phase process
      - Does library depreciation fund go away? (Tracy question)

- Nothing in there currently
  - Could set up a new one when the district is formed
- Continue with 5 trustees
- Aiming for June
- Alyssa to let us know deadlines for election when she finds out
- County meeting for resolution will be under their admin time for their meeting on the 31<sup>st</sup> 10:30-10:45
- When can Alyssa no longer help/support with this?
  - Not on library time
  - Can state facts/talking points
  - Information witness
  - Liaison between commissioners and board
  - Informational handout
  - Campaign committee
    - Alyssa has people that are interested
  - Alyssa will create a gmail to use for district campaign to keep separate
    - Will be answered outside of work hours
- Reach out to EveryLibrary to let them know we are moving forward
- Have talking points by Wednesday for when the resolution goes public
- Hoping EveryLibrary can help lead/guide the committee
- There are people to help with the campaign process.

## **Housekeeping**

- Board Meetings
  - February 25, Zoom
  - March 22, Zoom
  - April 25, Eureka
- Library Calendar
  - February 19, President's Day
  - March 22, In-Service
  - April 26, Staff Meeting

## Meeting Adjourned

Hvizdak made a motion to adjourn the meeting at 12:15pm, seconded by Finley; approved.