

AGENDA
GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
Tuesday, February 24, 2026
Great Falls Public Library – Montana Room (Library - 3rd Floor)
4:30 P.M.

(Virtual access to meeting available upon request • 406-453-0349)

Notice: Meeting will be recorded via Zoom

Our Mission: The Great Falls Public Library serves as a connection point; we empower the community and enhance the quality of life by providing individuals access to information and social, cultural, and recreational resources.

I. AGENDA APPROVAL

MOTION...THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE/DISAPPROVE THE AGENDA AS PRESENTED.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

II. PLEDGE OF ALLEGIANCE

III. STAFF INTRODUCTIONS

IV. PUBLIC COMMENT

V. ADOPTION OF THE MINUTES (Pages 1-5)

MOTION...THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE/DISAPPROVE THE MINUTES OF THE JANUARY MEETING AS PRESENTED.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

VI. ACCEPTANCE OF THE FINANCIAL REPORTS – JANUARY 2026 (Pages 6-15)

- A. INCOME STATEMENTS - 2220 (OPERATING)
- B. INCOME STATEMENTS – 2221 (FOUNDATION/DONATION)
- C. LIBRARY VENDOR SUMMARY
- D. FOUNDATION VENDOR SUMMARY
- E. DONATION REPORT
- F. PERSONNEL REPORT

MOTION...THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE/DISAPPROVE THE AGENDA AS PRESENTED.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

VII. REPORTS (Pages 16-27)

- A. MANAGER REPORT – Youth Services & Early Literacy Outreach
- B. DIRECTOR REPORT
- C. STRATEGIC PLAN REPORT
- D. GFPL FOUNDATION REPORT
- E. CHAIR REPORT

F. BOARD REPORTS

G. CUSHING TERRELL REPORT

VIII. OLD BUSINESS

A. PUBLIC LIBRARY STANDARDS: QUARTERLY TRAINING (Page 28)

B. LIBRARY BOARD 2026 TASK CALENDAR (Pages 29-30)

IX. NEW BUSINESS

X. PROPOSALS/COMMENTS FROM TRUSTEES

XI. ADJOURNMENT

MOTION...THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES ADJOURN THE MEETING.

SECOND

VOTE

Great Falls Public Library
Board of Trustees Board Meeting
Tuesday, January 27, 2026
Great Falls Public Library – Montana Room (3rd Floor of the Library)
(Virtual access to meeting was available upon request)
(zoom recording of meeting is available on the Great Falls Public Library YouTube page)
4:30 p.m.

BOARD MEMBERS PRESENT: Ms. Anne Bulger, Ms. Sam DeForest, Ms. Noelle Johnson

BOARD MEMBERS ABSENT: Ms. Jessica Crist, Ms. Whitney Olson

EX OFFICIO BOARD MEMBERS PRESENT: Shannon Wilson – City of Great Falls Commissioner

EX OFFICIO BOARD MEMBERS ABSENT: Mr. Joe Briggs – Cascade County Commissioner

STAFF PRESENT: Amy Dissmeyer, Aaron Kueffler, Sara Linder-Parkinson

GUESTS PRESENT: Bill Bronson – Legal Counsel for GFPL, Richard Irving – Resident of Great Falls, Brianne Laurin – GFPL Foundation Executive Director, Jenn Rowell – The Electric (via zoom), Bill Tacke – Resident of Great Falls

Ms. Bulger called the meeting to order at 4:30 pm.

I. AGENDA APPROVAL

Ms. Johnson moved that the Great Falls Public Library Board of Trustees approve the agenda as presented. Ms. DeForest seconded the motion. Ms. Bulger opened for any board discussion or public comment; upon hearing none, she called for a vote. Motion passed by unanimous vote of members present.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

Richard Irving, a resident of Great Falls and library cardholder, addressed the Board. He stated concerns regarding an incident he observed at the library involving a patron with a dog, which he felt negatively impacted the library environment. He expressed criticism of library leadership and governance, asserted that staff should not be blamed for the situation, and conveyed his view that current policies and practices affect public perception of the library's role and accessibility. He thanked the Board for its attention.

V. ADOPTION OF THE MINUTES

Ms. Johnson moved that the Great Falls Public Library Board of Trustees approve the minutes of the special November 14th meeting meeting as presented. Ms. DeForest seconded the motion. Ms. Bulger opened for any board discussion or public comment.

Richard Irving, a resident of Great Falls and library cardholder addressed the Board, noting concerns regarding prior board actions and meeting minutes. He expressed support for the library staff communication policy but alleged that the policy was inconsistently applied, allowing majority board members direct communication with staff while restricting minority members. He also raised concerns about the board's handling of the library remodeling plan, stating that a board member indicated the city commission would follow the board's direction without input from the new director. Mr. Irving noted these discussions were not reflected in the minutes and suggested they demonstrated the board and commission prioritizing their own interests over public input.

Ms. Bulger asked if there were any more comments; upon hearing none, she called for a vote. Motion passed by unanimous vote of members present.

Ms. DeForest moved that the Great Falls Public Library Board of Trustees approve the minutes of the Regular November as presented. Ms. Johnson seconded the motion. Ms. Bulger opened for any board discussion or public comment.

Ms. Johnson added that most of Mr. Irving's comments were in regards to this meeting.

Ms. Bulger asked if there were any more comments; upon hearing none, she called for a vote. Motion passed by unanimous vote of members present.

VI. ACCEPTANCE OF THE FINANCIAL REPORTS

Ms. Bulger asked if anyone had questions regarding the financial reports.

Ms. Johnson asked for clarification on the acronym "FFP." Mr. Kueffler explained that it stands for *Foundation Funded Projects*.

Ms. Bulger inquired about the cost of serving trespass notices. Ms. Linder-Parkinson explained that standard service typically costs \$75, with additional charges applied for multiple attempts or extended wait times, such as at the jail.

Ms. Johnson moved that the Great Falls Public Library Board of Trustees accept the financial reports as presented. Ms. DeForest seconded the motion. Ms. Bulger opened for any board discussion or public comment. Upon hearing none she called for a vote. Motion passed by unanimous vote of members present.

VII. REPORTS

DIRECTOR REPORT

Ms. Dissmeyer presented her Director's Report. She expressed appreciation for the opportunity to serve, noted that she is enjoying getting to know the staff and library operations, and reported that work is underway to move forward with improvements to the library's phone system.

GFPL FOUNDATION REPORT

Ms. Laurin presented the Foundation Report. She announced that February is Library Lovers Month and described a planned “Love Your Library” community campaign in collaboration with library staff. The campaign will place decorated collection boxes at approximately 25 participating local businesses, with additional locations pending, where community members may submit written messages expressing support for the library. Submissions will also be accepted online through the Foundation website. The campaign will run from February 1–10 and will be promoted through coordinated social media and press outreach.

Ms. Laurin noted that the collected messages will be used to highlight community support, assist with future campaign planning, and will culminate in a welcome event for Ms. Dissmeyer. She reported that work with Cushing Terrell is winding down, with a final presentation anticipated. She also noted that the Montana Library Association annual conference will be held in Great Falls in April, with renderings expected to be available for display during the conference welcome reception.

Ms. Laurin concluded by reporting successful year-end fundraising, including reaching the \$50,000 Book-a-thon goal, with additional contributions still expected.

CHAIR REPORT

Ms. Bulger reported Mr. Bronson will now be attending the board meetings.

Ms. Bulger gave an update on Ms. Crist and conveyed her apologies for not attending the meeting.

Ms. Bulger added that she has met with Ms. Dissmeyer and is aware that she is trying to meet with as many people as possible from both the City and County.

BOARD REPORT

No board reports given.

CUSHING TERRELL REPORT

Ms. Laurin stated that Cushing Terrell is nearing completion.

STRATEGIC PLAN

Nothing was discussed.

VIII. OLD BUSINESS

No Old Business was discussed.

IX. NEW BUSINESS

LIBRARY BOARD 2026 TASK CALENDAR

Ms. Johnson raised three questions regarding the draft 2026 Library Board Task Calendar, including the timing of initiating the strategic plan, the requirement for board approval of the

calendar, and the proposed schedule for the Director's evaluation and compensation review. Discussion followed, with consensus that the January and April timelines were not realistic and should be adjusted, including moving the Director evaluation to a later date, likely after six months. It was noted that the July compensation discussion aligns with the City's COLA process.

Ms. Bulger stated she would consult with City Human Resources to confirm appropriate timelines consistent with other City employees and report back to the Board.

The Board discussed engaging Ms. Sloan to assist with facilitation of the strategic planning process and considered scheduling an initial meeting to establish a planning timeline. Ms. Dismeyer noted that Ms. Sloan was scheduled to meet with her and agreed to discuss availability and next steps.

At the conclusion of discussion, Ms. Johnson moved to table consideration of the 2026 Task Calendar to allow time for revisions and additional information. The matter was tabled by consensus.

PATRON APPEAL REGARDING PATRON BEHAVIOR POLICY

Ms. Bulger introduced the patron appeal regarding the Patron Behavior Policy and noted the patron was not present. Board members reviewed the patron's concerns and discussed current policy provisions and staff practices.

Ms. Bulger stated that the issues raised appeared to be addressed within existing policy and described current staff procedures for monitoring computer areas and responding to patron concerns. Board members discussed the role of headphones, public access to computers, and the balance between maintaining a welcoming public space and minimizing noise.

Board members discussed possible suggestions for patrons sensitive to noise, including the availability of earbuds for purchase. Ms. Johnson noted that noise standards are subjective and that staff work to balance competing patron needs. She also suggested the Board may wish to revisit computer gaming language in the future if it becomes a broader issue.

Staff feedback regarding prior interactions with the patron was summarized, noting that staff had offered multiple accommodations and interventions.

Following discussion, the Board expressed support for current staff practices and consensus that no policy changes were needed at this time.

Ms. Johnson moved that the Great Falls Public Library Board of Trustees uphold the management decision regarding the patron behavior policy. Ms. DeForest seconded the motion. Ms. Bulger opened for any board discussion or public comment.

Richard Irving, a Great Falls resident and library cardholder, addressed the Board regarding the patron appeal process. He expressed concern that there was no written evidence the patron

had waived her right to present, respond, or rebut during the appeal and suggested the Board consult legal counsel to ensure the process was lawful and consistent with Board policy.

Board members and legal counsel clarified that the patron had been notified of the time and place of the hearing, had submitted written materials for the record, and had indicated she might not attend. Legal counsel stated that this constituted a waiver of the right to attend and that the Board could proceed with its decision.

Ms. Bulger opened for any further board discussion or public comment. Upon hearing none, she called for a vote. Motion passed by unanimous vote of members present.

X. PROPOSALS/COMMENTS FROM TRUSTEES

No proposals or comments were presented

XI. ADJOURNMENT

Ms. DeForest moved that the Great Falls Library Board of Trustees adjourn the meeting. Ms. Johnson seconded the motion. Ms. Bulger called for a vote.

Motion passed by unanimous vote of members present.

Ms. Bulger adjourned the meeting at 5:13pm.

DRAFT

2220 - Income Statement

Through 01/31/26

Detail Listing

Include Rollup Account/Rollup to Object

Account	Account Description	Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less	% of Budget	Prior Year Total Actual
Fund Category Governmental Funds							
Fund Type Special Revenue Funds							
Fund 2220 - LIBRARY							
REVENUE							
31101	REAL CURRENT AD VALOREM	2,468,564.00	118,263.33	1,363,554.46	1,105,009.54	55	2,896,539.65
31103	REAL DELINQUENT AD VALOREM	15,000.00	21,568.84	111,177.57	(96,177.57)	741	14,798.30
31121	MOBILE HOME TAXES	5,000.00	45.76	1,421.23	3,578.77	28	7,828.13
31122	OTHER PERSONAL PROPERTY	26,000.00	.00	182.13	25,817.87	1	35,471.76
31200	DELINQUENT TAX PENALTY & INTEREST	3,000.00	244.53	1,546.08	1,453.92	52	4,124.91
33415	MISCELLANEOUS CULTURE & RECREATION GRANT	35,526.00	.00	36,479.87	(953.87)	103	36,331.35
33500	COAL TAX LIBRARY APPORTIONMENT	2,099.00	.00	2,099.03	(.03)	100	2,129.93
33620	ON BEHALF REVENUE-NET PENSION LIABILITY	.00	.00	.00	.00	+++	24,401.00
33800	LIBRARY SUPPORT	177,000.00	.00	.00	177,000.00	0	177,000.00
33900	PAYMENT OF LIEU OF TAXES MISCELLANEOUS	.00	.00	.00	.00	+++	4,989.42
34316	OFF-STREET LOTS TRANSIENT	1,600.00	424.00	1,398.00	202.00	87	1,274.00
34691	LIBRARY FEES MISCELLANEOUS	12,790.00	430.00	2,650.00	10,140.00	21	12,930.00
34692	LIBRARY SERVICE CHARGES MISCELLANEOUS	5,500.00	362.00	3,125.88	2,374.12	57	5,497.61
34693	LIBRARY EQUIPMENT CHARGES MISCELLANEOUS	14,000.00	1,193.20	8,840.93	5,159.07	63	14,409.07
34694	LIBRARY FACILITY CHARGES MISCELLANEOUS	1,200.00	90.00	960.00	240.00	80	1,380.00
34836	CONVENIENCE FEE	.00	5.23	38.10	(38.10)	+++	61.36
35134	COLLECTION AGENCY FINES	.00	5.00	175.00	(175.00)	+++	1,107.21
35220	LOST BOOK FINES	8,000.00	537.88	4,054.25	3,945.75	51	7,694.85
36210	USBP CREDITS	.00	.00	.00	.00	+++	88.54
36510	CONTRIBUTIONS & DONATIONS	12,000.00	.00	13,500.00	(1,500.00)	113	42,000.00
36829	REFUNDS & REIMBURSEMENTS	.00	.00	62.00	(62.00)	+++	.00
37110	REGULAR INTEREST	16,000.00	.00	26,178.81	(10,178.81)	164	44,645.43
REVENUE TOTALS		\$2,803,279.00	\$143,169.77	\$1,577,443.34	\$1,225,835.66	56%	\$3,334,702.52

2220 - Income Statement

Through 01/31/26

Detail Listing

Include Rollup Account/Rollup to Object

Account	Account Description	Budget Amount	Annual	MTD	YTD	Budget Less	% of	Prior Year
			Actual Amount	Actual Amount	Actual Amount	YTD Actual	Budget	Total Actual
	EXPENSE							
41110	SALARIES & HOURLY	1,584,367.00	170,833.08	903,277.36	681,089.64	57		1,369,594.73
41210	OVERTIME - REGULAR FULL-TIME	.00	61.50	266.63	(266.63)	+++		1,925.15
41315	VACATION TERMINATION	.00	28,880.59	33,062.58	(33,062.58)	+++		25,841.27
41325	SICK LEAVE TERMINATION	.00	10,001.11	11,262.28	(11,262.28)	+++		12,931.85
41360	HEALTH INSURANCE	328,159.00	35,521.18	180,427.90	147,731.10	55		306,285.95
41370	LIFE INSURANCE	2,072.00	249.03	1,239.35	832.65	60		2,141.10
41389	RELOCATION AND MOVING	.00	7,500.00	15,000.00	(15,000.00)	+++		.00
41410	UNEMPLOYMENT INSURANCE	5,544.00	943.97	4,265.40	1,278.60	77		5,017.34
41420	WORKERS COMPENSATION	7,337.00	993.55	4,494.51	2,842.49	61		6,390.54
41430	FICA	98,238.00	12,843.28	56,046.66	42,191.34	57		84,464.83
41435	MEDICARE	22,979.00	3,003.66	13,107.74	9,871.26	57		19,753.78
41445	PERS	164,246.00	21,058.95	96,853.83	67,392.17	59		145,810.62
41510	MISCELLANEOUS PENSIONS	19,929.00	2,406.35	12,663.09	7,265.91	64		22,439.15
41918	PERSONAL CONTINGENCY	37,000.00	.00	.00	37,000.00	0		.00
41919	ON-BEHALF PENSION EXPENSE	.00	.00	.00	.00	+++		24,401.00
42110	PAPER & FORMS	3,000.00	163.86	927.13	2,072.87	31		2,966.96
42120	COMPUTER ACCESSORIES	7,500.00	778.70	1,571.60	5,928.40	21		7,052.13
42190	OTHER OFFICE SUPPLIES & MATERIALS	8,000.00	1,455.92	3,908.19	4,091.81	49		6,789.89
42310	GAS, OIL, DIESEL FUEL, GREASE, ETC	7,000.00	317.15	2,534.66	4,465.34	36		4,158.87
42390	OTHER REPAIR & MAINTENANCE SUPPLIES	12,500.00	1,434.38	5,819.97	6,680.03	47		14,884.19
43110	POSTAGE, BOX RENT, ETC.	5,500.00	12.22	5,512.22	(12.22)	100		4,500.00
43320	BOOKS & SUBSCRIPTIONS - NEWSPAPERS	80,000.00	2,979.57	53,520.94	26,479.06	67		77,966.87
43350	MEMBERSHIPS & DUES	1,000.00	.00	1,000.00	.00	100		608.99
43410	TELEPHONE	3,400.00	559.70	1,968.85	1,431.15	58		3,190.84
43412	FAX & OTHER TELEPHONE LINES	3,000.00	63.04	3,534.08	(534.08)	118		2,044.80
43420	ELECTRIC UTILITY	60,000.00	1,013.36	28,564.05	31,435.95	48		57,003.74

2220 - Income Statement

Through 01/31/26

Detail Listing

Include Rollup Account/Rollup to Object

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
43430	GAS UTILITY	13,000.00	1,462.87	4,089.43	8,910.57	31	10,241.31
43440	CITY SANITATION DISPOSAL	2,500.00	815.00	1,985.00	515.00	79	2,129.45
43450	WATER UTILITY	4,366.00	147.61	2,136.02	2,229.98	49	3,153.53
43460	SEWER UTILITY	1,900.00	110.08	750.41	1,149.59	39	1,300.48
43470	STORM DRAIN UTILITY	1,576.00	151.80	1,022.96	553.04	65	1,155.72
43550	COMPUTER PROGRAMMING	62,000.00	987.33	37,979.39	24,020.61	61	51,612.98
43590	OTHER PROFESSIONAL SERVICES MISCELLANEOUS	15,000.00	2,353.50	14,302.30	697.70	95	57,263.09
43620	BUILDING REPAIR & MAINT	7,000.00	728.62	7,437.64	(437.64)	106	7,795.51
43630	MAINTENANCE AGREEMENTS	23,000.00	1,311.31	13,328.06	9,671.94	58	24,438.86
43920	RECRUITMENT COSTS	.00	.00	4,384.23	(4,384.23)	+++	.00
45320	OFFICE EQUIPMENT RENTALS	1,600.00	.00	739.38	860.62	46	1,478.76
45515	CREDIT CARD FEES	1,500.00	95.56	840.15	659.85	56	1,293.52
45920	REFUNDS & REIMBURSEMENTS	300.00	58.34	137.52	162.48	46	121.27
48130	CASH OVER/SHORT	.00	.10	(3.06)	3.06	+++	.50
48611	HUMAN RESOURCES	47,459.00	3,954.92	27,684.44	19,774.56	58	35,997.96
48637	VEHICLE & EQUIPMENT MAINT	3,710.00	309.17	2,164.19	1,545.81	58	2,319.00
48652	FISCAL SERVICES	26,202.00	2,183.50	15,284.50	10,917.50	58	18,150.96
48658	CENTRAL INSURANCE	88,990.00	.00	88,990.00	.00	100	57,870.00
48695	INFORMATION TECHNOLOGY	3,409.00	284.08	1,988.56	1,420.44	58	3,171.96
48696	COMPUTER NETWORK	86.00	7.17	50.19	35.81	58	135.00
48697	COMPUTER EQUIPMENT MAINT	1,489.00	.00	1,489.00	.00	100	2,049.00
48810	COMPUTER & EQUIPMENT LEASE	.00	.00	.00	.00	+++	278.04
EXPENSE TOTALS		\$2,765,858.00	\$318,035.11	\$1,667,609.33	\$1,098,248.67	60%	\$2,490,121.49
Fund 2220 - LIBRARY Totals							
REVENUE TOTALS		2,803,279.00	143,169.77	1,577,443.34	1,225,835.66	56%	3,334,702.52
EXPENSE TOTALS		2,765,858.00	318,035.11	1,667,609.33	1,098,248.67	60%	2,490,121.49
Fund 2220 - LIBRARY Net Gain (Loss)		\$37,421.00	(\$174,865.34)	(\$90,165.99)	\$127,586.99	(241%)	\$844,581.03

2221 - Income Statement

Through 01/31/26
Detail Listing

Include Rollup Account/Rollup to Object

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category Governmental Funds							
Fund Type Special Revenue Funds							
Fund 2221 - LIBRARY FOUNDATION							
REVENUE							
36510	CONTRIBUTIONS & DONATIONS	697,438.00	12,899.62	468,681.93	228,756.07	67	525,316.52
36513	DL THOMSON TRUST	41,000.00	.00	22,305.45	18,694.55	54	32,025.00
37110	REGULAR INTEREST	6,000.00	.00	3,730.58	2,269.42	62	9,685.14
REVENUE TOTALS		\$744,438.00	\$12,899.62	\$494,717.96	\$249,720.04	66%	\$567,026.66
EXPENSE							
42120	COMPUTER ACCESSORIES	14,000.00	.00	689.49	13,310.51	5	22,539.74
42140	INSTRUCTIONAL & SAFETY SUPPLIES	19,431.00	458.91	12,633.87	6,797.13	65	24,548.17
42190	OTHER OFFICE SUPPLIES & MATERIALS	14,000.00	735.29	5,127.29	8,872.71	37	12,269.21
42390	OTHER REPAIR & MAINTENANCE SUPPLIES	5,000.00	.00	5,748.91	(748.91)	115	1,332.97
43320	BOOKS & SUBSCRIPTIONS - NEWSPAPERS	98,600.00	3,134.72	31,368.40	67,231.60	32	137,783.89
43350	MEMBERSHIPS & DUES	3,500.00	.00	3,500.00	.00	100	.00
43550	COMPUTER PROGRAMMING	53,740.00	.00	9,332.88	44,407.12	17	2,809.69
43590	OTHER PROFESSIONAL SERVICES MISCELLANEOUS	456,838.00	3,408.31	298,939.19	157,898.81	65	469,935.41
43790	MISCELLANEOUS TRAVEL EXPENSE	2,000.00	.00	.00	2,000.00	0	.00
43945	SPONSORED EVENT - ACTIVITY	41,000.00	677.47	33,654.98	7,345.02	82	37,784.20
EXPENSE TOTALS		\$708,109.00	\$8,414.70	\$400,995.01	\$307,113.99	57%	\$709,003.28
Fund 2221 - LIBRARY FOUNDATION Totals							
REVENUE TOTALS		744,438.00	12,899.62	494,717.96	249,720.04	66%	567,026.66
EXPENSE TOTALS		708,109.00	8,414.70	400,995.01	307,113.99	57%	709,003.28
Fund 2221 - LIBRARY FOUNDATION Net Gain (Loss)		\$36,329.00	\$4,484.92	\$93,722.95	(\$57,393.95)	258%	(\$141,976.62)

Great Falls Public Library Vendor Summary (2220)

JANUARY 2026

2/11/2026

Vendor Name		MTD	FYTD
Alert Security Systems	(Security Camera System)	\$ -	\$ 80.00
Amazon	(Maintenance Supplies)	\$ 480.38	\$ 529.82
Associated Employers of MT	(Management Coaching)	\$ -	\$ 2,187.92
Baker & Taylor	(Jobber)	\$ -	\$ 10,672.00
Capcon	(Building Maintenance)	\$ -	\$ 450.00
Cascade Electric	(Building Maintenance)	\$ -	\$ 588.65
Castle Branch	(Background Checks)	\$ -	\$ 613.64
Cengage/Gale	(Jobber)	\$ 502.23	\$ 2,636.28
CenterPoint	(Jobber)	\$ 47.94	\$ 47.94
Central Lock & Key	(Change combination on safe)	\$ 90.00	\$ 90.00
Century Link	(Telephone)	\$ 559.70	\$ 1,099.70
Chemnet	(Drug Testing)	\$ 104.00	\$ 1,731.00
Christensen & Prezeau PLLP	(Legal Services)	\$ -	\$ 6,066.93
City of Great Falls - Parking	(Courtesy Parking Spots)	\$ 900.00	\$ 900.00
CM Russell Museum	(Museum Consort. Membership)	\$ -	\$ 500.00
CNA Surety	(Notary Fees)	\$ 117.00	\$ 117.00
De Lage Landen	(Copier Agreement)	\$ 676.99	\$ 2,740.02
Encompass Supply	(Maintenance Supplies)	\$ 403.86	\$ 1,028.52
Envisionware	(renewal)	\$ 607.39	\$ 1,211.14
Ferguson	(Maintenance Supplies)	\$ -	\$ 14.62
FICO	(HVAC)	\$ -	\$ 1,538.42
Fisher's Technology	(Copier Agreement)	\$ 634.32	\$ 2,897.41
Great Falls ACE Hardware	(Maintenance Supplies)	\$ 27.96	\$ 227.44
HUB International	(Notary bond)	\$ -	\$ 40.00
Ingram Library Services	(Jobber)	\$ 2,292.00	\$ 6,217.31
Judith Bason Press	(Subscription)	\$ -	\$ 99.95
Kone, Inc	(Elevator Agreement)	\$ -	\$ 4,741.68
Kouf, Mary	(Lost Book Found Refund)	\$ -	\$ 16.62
MASCO	(Building Supplies)	\$ -	\$ 7,342.18
Mastercard		\$ 3,163.16	\$ 12,190.13
Midwest Tape	(Jobber)	\$ -	\$ 6,000.00
Montana Library Association	(Membership)	\$ -	\$ 500.00
Montana State University	(Board Training)	\$ -	\$ 1,168.14
Mr. Green Landscape	(Snow Plow service)	\$ -	\$ 385.00
National Laundry	(Maintenance Supplies)	\$ 89.98	\$ 236.06
North 40 Outfitters	(Maintenance Supplies)	\$ 149.85	\$ 421.65
Northwest Pipe Fittings	(Maintenance Supplies)	\$ -	\$ 390.49
OCLC Online	(Annual Service)	\$ -	\$ 7,613.26
Overdrive	(MT Library 2 Go)	\$ -	\$ 19,271.66
Paper Shredders	(Shredding Service)	\$ 65.00	\$ 130.00
Petty Cash	(Refunds)	\$ 64.19	\$ 88.42
Pitney Bowes	(Mailing Machine lease)	\$ -	\$ 739.38
Process Servers	(Tresspass Server)	\$ -	\$ 871.25
Pye-Barker Fire & Safety	(Annual Alarm Inspection)	\$ -	\$ 152.50
RightNow Cleaning	(Building Maintenance)	\$ -	\$ 4,858.50
Ron Hall Sprinklers	(Sprinkler Repairs/Winterize, lawn service)	\$ -	\$ 225.00
State of Montana	(Boiler Certificate)	\$ -	\$ 72.00
State of Montana	(Elevator Inspection)	\$ 680.00	\$ 680.00
State of Montana	(Montana Shared Library)	\$ -	\$ 21,368.09
State of Montana	(Q3 Work Comp Payment)	\$ -	\$ (19.83)
T-Mobile	(Outreach HotSpot)	\$ 63.04	\$ 168.18
USPS	(postage for mailing unit)	\$ -	\$ 5,500.00
Vision Net, Inc	(Internet Service)	\$ -	\$ 3,408.00
Wendt Advertising	(Website Maintenance)	\$ -	\$ 495.00
Western Peaks	(Courier Service)	\$ 1,141.50	\$ 1,875.13
WX COX	(Jobber)	\$ -	\$ 6,237.06
		\$ 12,860.49	\$ 151,451.26

Great Falls Public Library Vendor Summary (2220)

JANUARY 2026

2/11/2026

Mastercard Transaction Breakdown		
ACE Hardware	Tech Services Supplies	\$ 29.97
Amazon	Computer Hardware	\$ 111.81
Amazon	Maintenance Supplies	\$ 648.85
Amazon	Tech Services Supplies	\$ 37.29
Automatics & More	Drive-up Window microphone	\$ 51.97
DEMCO	Tech Services Supplies	\$ 96.60
Double G Engraving	Business Cards	\$ 112.05
Evonence	Google Services	\$ 901.16
Home Depot	Maintenance Supplies	\$ 20.66
Lewistown News	Materials Purchased	\$ 137.40
MeetGeek	Transcription Software	\$ 31.98
Network Solutions	Computer Software	\$ 86.17
Sam's Club	Maintenance Supplies	\$ 141.84
Staples	Office Supplies	\$ 452.64
USPS	Postage (Cretified Letter)	\$ 6.37
Walmart	Office Supplies	\$ 130.50
Zoom	Annual Subscription	\$ 165.90
TOTAL:		\$3,163.16

Great Falls Public Library Foundation Vendor Summary (2221)

JANUARY 2026

2/11/2026

Vendor Name		MTD	FYTD
Age of Learning	(ABC Mouse)	\$ -	\$ 3,132.88
All State Signs	(Magnets & Decals)	\$ -	\$ 150.00
Amazon	(Supplies - All Departments)	\$ 131.63	\$ 131.63
Atomic Music Group	(Summer Music)	\$ -	\$ 1,500.00
Baker & Taylor	(Jobber)	\$ -	\$ 10,899.86
Baisch, Erika	(ASL Interpretation)	\$ -	\$ 240.00
Barnes & Noble Booksellers	(Materials Purchased)	\$ -	\$ 484.61
Boyer, Daniel	(Soup & Stories - Indigenous Education)	\$ -	\$ 100.00
Bruno, Kenny	(Soup & Stories - Indigenous Education)	\$ -	\$ 100.00
Casey, David	(Music in the Park)	\$ -	\$ 2,000.00
Cassiopeia Books	(Shakespeare in the Parks)	\$ -	\$ 65.60
CenterPoint	(Jobber)	\$ -	\$ 191.76
Charlie Cart Project	(Charlie Cart)	\$ -	\$ 15,500.00
CMR Russell High School	(Yearbook)	\$ -	\$ 60.00
Convergent Technologies	(Drive-up Window Troubleshooting)	\$ 1,038.00	\$ 1,038.00
Corda, Joel	(Music in the Park)	\$ -	\$ 300.00
Cushing Terrell	(Library Remodel Project)	\$ 2,370.31	\$ 273,814.29
Disalvatore, Chris	(Adult Programs)	\$ -	\$ 600.00
Devereaux, Shadow	(Adult Programs)	\$ -	\$ 1,250.00
Downtown Great Falls	(Parade of Lights)	\$ -	\$ 35.00
Eagle Speaker, Jessie	(Soup & Stories - Indigenous Education)	\$ -	\$ 100.00
Einan, Jerry	(Refinish MT room tables)	\$ -	\$ 500.00
Electric City Catering	(Adult Programs)	\$ 472.00	\$ 472.00
Fresh Rescue Community Kitchen	(KP/YA Program)	\$ -	\$ 500.00
Gale/Cengage	(Jobber)	\$ 123.76	\$ 3,724.70
Great Falls Emergency Services	(Staff CPR Training)	\$ -	\$ 847.00
Guinn, Audrey	(KP/YA Program)	\$ -	\$ 90.00
Ingram Library Services	(Jobber)	\$ 2,287.71	\$ 11,581.78
KANOPY	(Online Streaming Service)	\$ -	\$ 6,200.00
Kemarly, Tyler	(Zumbini Program)	\$ -	\$ 140.00
LaTray, Chris	(Author Talk)	\$ -	\$ 628.41
LinkedIn Learning	(Subscription)	\$ -	\$ 13,125.00
Little Shell Tribe	(Booth at PowWow)	\$ -	\$ 150.00
Mastercard		\$ 1,694.58	\$ 32,825.89
Midwest Tape	(Jobber)	\$ -	\$ 500.00
Montana Library Assoc.	(Membership)	\$ -	\$ 3,500.00
Montana Repertory Theater	(KP/YA Performance)	\$ -	\$ 2,250.00
Montana State University	(Board Training)	\$ -	\$ 177.40
Montana Vending	(Bill of Sale, Vending Supplies)	\$ 240.00	\$ 810.00
MNI Manufacturers' News Inc	(Subscription)	\$ -	\$ 121.90
Murphy, Jen	(Soup & Stories - Indigenous Education)	\$ -	\$ 217.00
Penworthy Company	(Jobber)	\$ -	\$ 574.88
Petty Cash	(Reimbursement for Refunds)	\$ 56.71	\$ 159.10
Pratt, Kristy	(KP/YA Program)	\$ -	\$ 270.00
Pressure Pros	(Cleaning front and side of building)	\$ -	\$ 1,274.50
Reference USA	(Materials Purchased)	\$ -	\$ 520.00
Ryan, Joe	(End of Summer Party Music)	\$ -	\$ 100.00
Staradio	(Digital Lit. advertising)	\$ -	\$ 591.82
Tillerass Landscaping	(FFP - Arts Fest)	\$ -	\$ 6,700.00
United Way of Cascade County	(Brainbuilders)	\$ -	\$ 750.00
		\$ 8,414.70	\$ 400,995.01

Great Falls Public Library Foundation Vendor Summary (2221)

JANUARY 2026

2/11/2026

Mastercard Transaction Breakdown			
Albertsons	Early Literacy Outreach Supplies	\$	55.00
Albertsons	Memory Café	\$	12.99
Amazon	Early Literacy Outreach Supplies	\$	135.75
Amazon	Materials Purchased	\$	102.25
Amazon	Office Supplies	\$	120.83
Barnes & Noble	Bookmobile Supplies	\$	17.99
Home Depot	KP/YA Supplies	\$	16.56
Luna Coffee Bar	Adult Program Supplies	\$	86.10
Missoulian	Materials Purchased	\$	621.00
Sam's Club	Adult Program Supplies	\$	30.96
Sam's Club	Vending Machine Supplies	\$	225.66
Smiths	Early Literacy Outreach Supplies	\$	10.45
Staples	Adult Program Supplies	\$	9.49
Uline	Partner Supplies	\$	64.28
Walmart	Adult Program Supplies	\$	17.46
Walmart	Armchair Traveler	\$	28.47
Walmart	Early Literacy Outreach Supplies	\$	57.58
Walmart	KP/YA Supplies	\$	51.94
Walmart	Office Supplies	\$	29.82
TOTAL:			\$ 1,694.58

GREAT FALLS PUBLIC LIBRARY DONATIONS
2221 LIBRARY FOUNDATION FUND

JANUARY 2026 DONATIONS

IN MEMORY OF

FOUNDATION

GFPL Foundation	\$ 2,370.31	Cushing Terryll (December)
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OTHER

Montana Arts Council	\$ 9,830.00	Indigenous Programming Match
Patrons	\$ 13.36	Best Use Donations
Patrons	\$ 450.95	Staff Support - Vending Machine Sales
Patrons	\$ 215.00	Withdrawn Book Sales
Sydney Springer	\$ 20.00	Best Use Donations

TOTAL: \$ 12,899.62

GREAT FALLS PUBLIC LIBRARY

**PERSONNEL REPORT
JANUARY 2026**

NEW HIRES

Amy Dissmeyer – Director

RESIGNATIONS/TERMINATIONS/LAY-OFFS

None

REHIRES

None

TRANSFERS/PROMOTIONS

None

Youth Services Department-February, 2026 Report

Functions of the Youth Services Department

The Youth Services Department serves babies, kids, and teens birth to 18 and their families by providing materials, spaces, programs, and service to meet their educational, social, and recreational needs.

Our core functions:

- **Materials:** We select for and maintain a diverse collection of materials from board books for babies to the latest Young Adult bestsellers. Juvenile and Young Adult collections include a broad array of fiction and nonfiction materials, graphic novels, DVDs, and audiobook CDs to serve the entire community.
- **Programming:** We provide a variety of free events for kids, teens, and their families, from early literacy programs like Toddler Time and Storytime to teen programs like Library Loot Boxes and Teen Tabletop Role-Playing Gaming (TTRPG).
- **Spaces:** We offer welcoming spaces for kids, teens and their families:
 - The Kathy's Corner Play Area is engaging toys for younger kids and cozy furniture for parents. Four Chromebooks, mostly utilized by elementary-age students, are equipped with Starfall educational gaming and available for homework and recreational use.
 - The Teen Scene is an exclusive hang-out space with two dedicated computers and comfy booth seating just for teens 12-18.
- **Service to patrons:**
 - We provide skilled reference and reader's advisory service to kids, teens, and their grownups to help them find high-interest educational and recreational materials to meet their needs. We also assist many college students studying children's literature.
 - We support parents with information to help them decide which materials their children read and view by connecting with them quality parent review resources such as Common Sense Media.

Accomplishments

- **After school programming**-Launched 5 days a week last September and is going strong. February's programs include: Lego Club, Origami Valentines, Snacks & Stories with Storytellers, and Youth Writing Space.
- **YouthAstroNet**-Youth Services Specialist Katherine Altizer attended a training through the Harvard and Smithsonian Center for Astrophysics in order to facilitate this innovative STEM program. Teens 12-15 are learning how to control telescopes and take pictures of space this February and March!
- **Reading competitions with schools**-Last fall, we organized two school-based reading completions: One between East Middle School 7th and 8th graders and the other between Ulm and Vaughn Schools. We look forward to expanding these reading challenges this fall.
- **Family Engagement Events with Great Falls Public Schools**-The Oregon Trail (October, 2025) was a rousing success, with 250 students and family members in attendance. We're excited for the Bluey Party coming up on April 25, which may be even bigger!

- **Teacher Night with Great Falls Public Schools**-Coming up on February 10. We will have another in the fall, when teachers are looking for PIR credit.
- **Montana Library Association (MLA) Conference presentations**-April 15-18 in Great Falls
 - Library Loot Boxes-Building Teens' Life-long Love of Reading One Wild Summer at a Time (Rae McFadden, accepted)
 - Guerrilla Storytime (Katherine Altizer and Rae McFadden, pending)
 - Summer Reading Panel Discussion (Katherine Altizer and Kayla Witaker from Missoula Public Library, pending)
- **SafeServ Training with MSU Extension Center**-Coming up on April 21. Certification prepares workers for food service jobs. GFPL will provide training materials and testing fee for attendees 14-24.
- **Dolly Parton's Imagination Library (DPIL)**- Evidence-backed and growing literacy program serves kids in Cascade County and around the world.
 - A recent international study (Galea 2025) shows the powerful literacy effects DPIL enrollment has on US children and their families. (Please see attached.)
 - **In fall, 2025, we broke our enrollment plateau (<2,500) thanks to:**
 - Billboards put up in Great Falls and around the state by Susan Gianforte's Treasure State Foundation
 - Promotional board books with QR codes for sign up provided by the Great Falls Public Library Foundation
 - As of February, 2026:
 - **Number of Cascade County kids currently enrolled: 2,526** (at least 31 more will be added in March)
 - **Number of Cascade County kids who turned 5 and graduated the program: 1,139**
 - **50% of eligible Montana children are now enrolled!**
- **Giant vinyl blocks** will be coming soon to Kathy's Corner thanks to generous support from the Great Falls Public Library Foundation.
- **Summer Reading, 2025 starts June 5!** Expanded programming and special presenters are made possible by Marshall Orthodontics and the Great Falls Public Library Foundation. Highlights will include:
 - **Library Loot Boxes** and **Summer Reading Rewards**
 - **Kestrels** with Montana Raptor Conservation Center
 - **Paleontology** and **hands-on ancient paint rock art** with Missouri River Breaks National Monument
 - **Dinosaurs with the Museum of the Rockies**
 - **Future Chefs** kids' cooking series at the MSU Extension Center
- Early **Literacy Outreach Specialist (ELOS)**-Terri Gordillo was hired in December, 2026. She has since begun outreach storytime programming at 13 preschool and childcare sites. Thank you for your attention to her report.

Galea, Claire Melanie Anita. The impact of shared book reading on children and their families: Insights from Dolly Parton's Imagination Library (2025) Macquarie University <https://doi.org/10.25949/30123745>

The graphic summary of the study can be found at: <https://imaginationlibrary.com/international-research/>

Groundbreaking International Study of Dolly Parton's Imagination Library

Authored by Dr. Claire Galea, United Way Australia's Head of Research



SUMMARY OF RESEARCH METHODOLOGY:

Largest dataset in the world on shared book reading,

collected data from over 86k families in five countries.

- Survey included 86,000+ caregivers across five countries (U.S., Canada, U.K., Australia, Republic of Ireland) with children in the Imagination Library program.
- Caregivers completed surveys at baseline, 6 months, and 12 months, after receiving at least 10 books.
- Responses from 18,112 caregivers who completed all three surveys were compared with 37,776 caregivers who had not yet received books.
- Surveys examined the home literacy environment, caregiver, and child reading attitudes, and children's early literacy skills.
- Findings drew from both quantitative and qualitative data related to caregiver demographics and literacy behaviors.

Key Findings

1. Closes Literacy Gaps

In all countries, the program was found to have significant impact helping to prevent early literacy gaps that often persist through school.

FACT

Research found that after just 10 books, children in the program were at least **4x more likely** to demonstrate stronger emerging literacy skills—such as vocabulary and phonological awareness—compared to children not in the program.

2. Strengthens Home Literacy Environments

In all countries, children in the program were read to significantly more often than children not in the program.

FACT

Children enrolled were **9x more likely** to be read to 4 or more days per week compared to children not in the program.

3. Inspires Reading Globally

In all countries, children in the program were significantly more likely to enjoy books and engage in meaningful reading interactions.

FACT

Children in the program were **9x more likely** to be interested in books and **15x more likely** to join in during shared book reading compared to children not in the program.

4. Builds Positive Family Reading Habits

In all countries, the Imagination Library was found to significantly encourage family reading and build traditions around reading.

FACT

Caregivers around the world in the program were **6x more likely** to count images, **7x more likely** to describe images and **4x more likely** to let the child hold the book compared to caregivers not in the program.



USA Impact

Groundbreaking Study of Dolly Parton's Imagination Library



Children in the US were **11x more likely** to be interested in books and **15x more likely** to join in during shared book reading compared to children not in the program.

Children in the US were nearly **3x more likely** to demonstrate concepts about print compared to children not in the program.

Children in the US were **9x more likely to initiate** shared book reading compared to children not in the program.



Children in the US were **5x more likely** to be interested in reading compared to children not in the program .



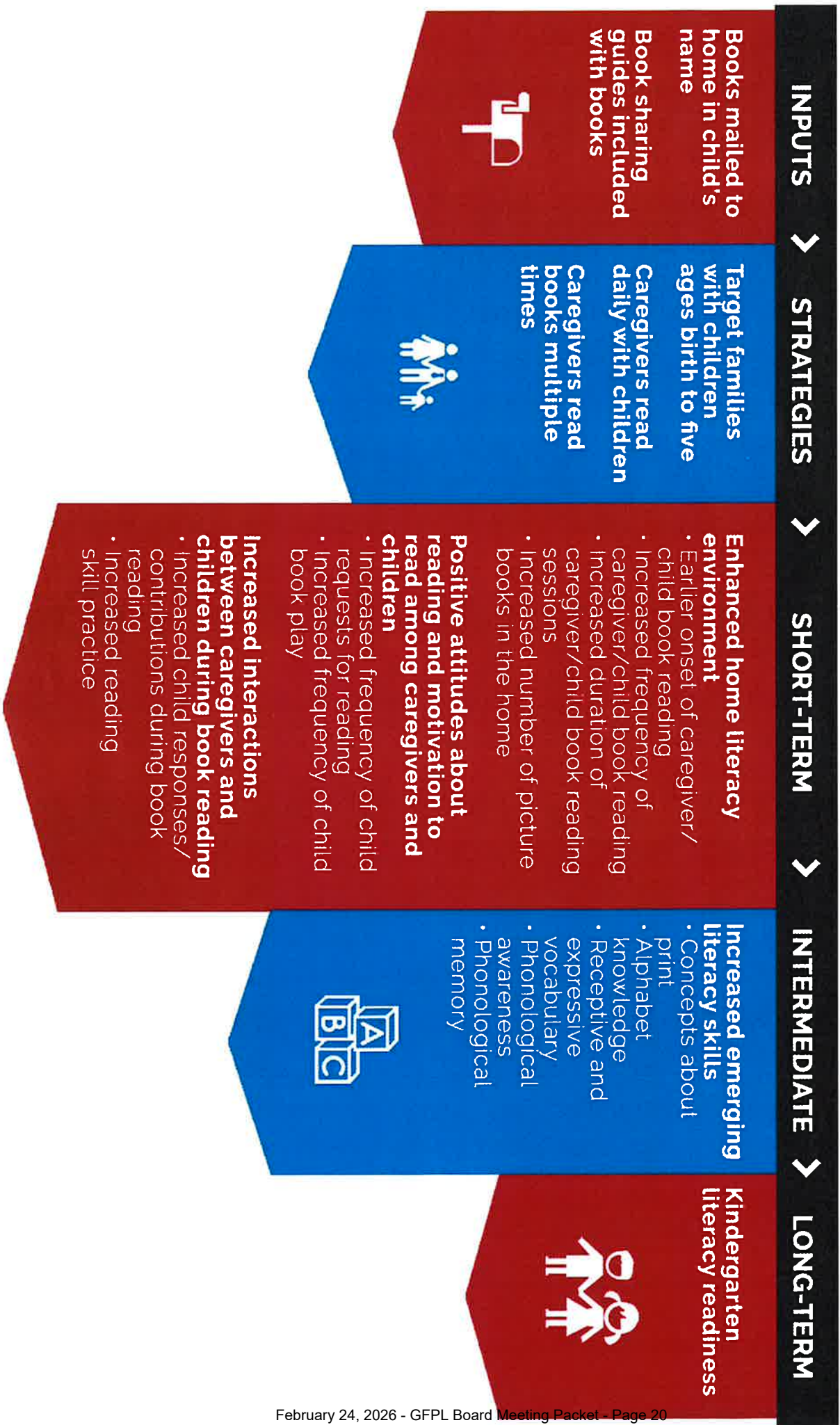
Caregivers were **6x more likely** to count images, **8x more likely** to describe images and **5x more likely** to let the child hold the book compared to caregivers not in the program.



*Galea, Claire Melanie Anita (2025). The Impact of shared book reading on children and their Families: insights from Dolly Parton's Imagination Library. Macquarie University. Thesis. <https://doi.org/10.25949/30123745.v1>

Logic Model

Based on Imagination Library Research Findings and Literature Review



OVERVIEW- Early Literacy Outreach Specialist; Great Falls Public Library Foundation

My name is Terri Gordillo, and I was hired on December 1 to continue the Early Literacy Outreach Specialist (ELOS) program. This position is funded through the Great Falls Library Foundation. The ELOS provides outreach storytime program ages 0-5 at local preschool and child care facilities. These storytimes provide a language rich learning environment to support early literacy development. These activities, such as songs, rhymes, and interactive read alouds to model early literacy development for caregivers and teachers and allow for observation and coaching conversations to occur.

My background

- I have 34 years of teaching experience at the elementary level, including early childhood, elementary, and elementary school counseling.
- I am a native of Great Falls, and I am extremely passionate about literacy development, especially in the early years.

Program Descriptions

Current number of Child Care and Preschools sites

- The previous ELOS Program had 10 storytimes each month at 10 sites.
- Currently 13 sites are participating in ELOS services (2 chose not to continue), and five are new sites. In January, I provided 30 storytimes at these sites, and worked with a total attendance of 288 children and 49 adults.



Program Expansion

- Our community would continue to benefit from expanding the opportunity to have literacy activities in their sites.
- I plan to continue to network and incorporate additional Child Care and Preschool sites as an ELOS Specialist.



Longterm Engagement

- Support Dolly Parton's Imagination Library by encouraging teachers and caregivers to share information about this program with their parents.
- Continue on working on committees that foster Early Literacy in Great Falls, such as Raising Readers and the Early Childhood Brain Builders Coalition.
- Attending Brain Builders expo on March 7 to network with preschool teachers, child care providers, and parents of children age 0-5.
- Present at the Second Annual Brain Builders conference for early childhood educators (November 2026)





Director's Report Great Falls Public Library February 2026

- 1. DIRECTOR TRANSITION:** All staff were given an opportunity to meet with me and discuss questions, concerns or suggestions they have regarding the library. These were incredibly valuable conversations in understanding perspectives and getting to know one another. I appreciate the suggestion for having the small group meetings in a neutral area made by Treva Higgins. On February 12th, I will be riding on the Bookmobile to see more of Cascade County.
- 2. PHONE SYSTEM UPDATE:** Phone system is being installed on February 16th.
- 3. MSL CERTIFICATION:** I have enrolled and started my Library Administration certification with the Montana State Library. My goal is to complete initial certification (60 CE hours) prior to the end of the fiscal year when MSL will be updating their guidelines for certification.
- 4. DEPARTMENT ORIENTATION:** Since the last board meeting, I have met with and toured Great Falls Police Department, City Attorney, HR, Finance and Public Works. It has been very beneficial in establishing new relationships with city departments and gaining a greater understanding of the nuances of Montana local government.
- 5. BUILDING PROJECT:** On February 9th, I met with Brianne and Cushing Terrell to go over the current plans for the remodel. I was able to suggest a few changes based on staff input and my own experience. CT was in agreement with our suggestions, and is working on new floor plans while staff and I continue to review other potential improvements. Overall I believe it's going to be a good working relationship and I'm really looking forward to the project and fundraising with the Foundation.

GOAL #1: CREATE A SAFE, ACCESSIBLE LIBRARY THAT WILL SERVE THE COMMUNITY FOR THE NEXT 50 YEARS

What we need to do:

1. Develop **community awareness and support** of the [Library Master Plan](#) and the Library Remodel project.
 2. In partnership with the Library Foundation, develop a multi-pronged capital campaign to engage the community and other stakeholders to raise \$15,000,000 to remodel the Library.
 3. Engage a professional team to create the detailed designs for the Library remodel as proposed in the Library Master Plan
 4. Following all appropriate City and State rules, contract with appropriate professionals to remodel the Library as proposed in the Library Master Plan.
 5. **Remodel the Library** as proposed in the Library Master Plan.
 - Update critical building systems including electrical and mechanical systems
 - Increase accessibility through improved stair/elevator access and updating restrooms
 - Redesign Library spaces to align with community needs
 - Increase energy efficiency
 - Address security concerns and create a welcoming environment
-

Current Status:

1. Over the past 3 years, Library staff and supporters have done numerous presentations and conversations to build community awareness and support for the Library Master plan.
2. The Library Foundation is laying the groundwork for a capital campaign and continues to work with Library staff in this effort. The Foundation raised in excess of the amount needed to fund the Cushing Terrell library remodel architectural design and since has been building their capacity to conduct a successful campaign.
3. Cushing Terrell has been engaged to create the remodel design.

Next Steps:

1. The Foundation will continue laying the groundwork for a capital campaign and will work with Library staff and Board as needed.
2. The Foundation will lead coordination with the City of Great Falls to ensure that appropriate agreements and communication systems are in place, with Library support.

Future Steps:

1. The Foundation will develop and lead a multi-pronged capital campaign to raise the funding for the remodel, working with Library staff and Board as appropriate.
2. The Library (staff and Board) will work closely with the City of Great Falls to appropriately contract for the remodel work once the funds are raised by the Foundation.
3. Remodel the Library as laid out in the design created by Cushing Terrell.

NOTE: Remodeling the Library will also require planning to continue to provide service during construction.

GOAL #2: DEVELOP ADEQUATE, SUSTAINABLE FUNDING FOR A THRIVING LIBRARY

What we need to do:

1. Develop **community awareness and support** of the Library Master Plan and the need for adequate **funding for Library services**.
2. Work with stakeholders such as the Belt Public Library, Wedsworth Memorial Library, Cascade County, and the City of Great Falls to **develop a Mill Levy proposal** to meet the Great Falls Public Library funding needs as delineated in the Library Master Plan.
3. Work with the Library Foundation and other community **Stakeholders to put a Library Mill Levy before the voters**.
4. Work with the Library Foundation and other community Stakeholders to **pass the Library Mill Levy**.

Current Status:

1. Library Mill Levy election passed on June 6, 2023 increasing the number of Library voted mills from 2 to 17.
2. A new City/Library Management was approved by both the City Commission and the Library Board. The new agreement made changes to the Library's organization and relationship to the City of Great Falls. It also reduced the City financial support for the Library by 3.5 mills.
3. The Montana Legislature restructured property taxes and how voted mill levies are structured. The property tax restructuring resulted in a certified value of a Great Falls Mills for FY2026 at \$114,902.86 which is a significant drop from the FY2025 value of \$132,152.00. At the August 19th City Commission meeting, the City Commission approved Resolution 10599 resetting the Great Falls Public Library voted mills as required by SB 542/HB 231. Resolution 10599 resets the City Commission authority to levy up to 19.55 Mills. This results in reduced Library funding for FY2026.

Next Steps:

1. The Library (staff and Board) will work on future budgets to ensure that the Library has the staffing and resources to provide excellent Library services meeting the needs of the community.

GOAL #3: DEVELOP LIBRARY SERVICES AND STAFFING TO MEET THE NEEDS OF THE COMMUNITY

What we need to do: (some of these will not be able to be accomplished until goals #1 and #2 are accomplished)

1. Develop **community awareness and support** of the Library Master Plan and **expanded Library services**.
2. Hire and train additional staff to enable the Library to be **open 7 days a week**.
3. Hire and train additional staff to enable the **Library Bookmobile** to provide community outreach **6 days a week** including relaunching the Library's **Homebound Program**
4. Develop and implement a plan to provide **free parking for Library patrons**.
5. Develop and implement a **plan to improve Library safety**
 - Contract with a local mental health agency to have a social worker or licensed counselor at the Library at least 20 hours a week
 - Hire and train at least two full-time Safety Specialists to patrol the Library and Library grounds during open hours. The primary duties of the Safety Specialists will be to engage with patrons and enforce the patron behavior policy—with a focus on de-escalation and community connection.
6. Collaborate with all of the school districts (including the private schools) in Cascade County **expand student access to Library resources**
7. **Expand the electronic resources** available for Library Card holders (language resources, expanded **eBook & eAudiobook collection, research resources, video streaming resources...**)
8. **Expand services for children and parents** including reading readiness and early literacy.
9. **Expand the Library services for teens** to include college preparation services, ACT/SAT readiness services and expanded Library programming and resources.
10. Expand the **Library's engagement** with the community including
 - Providing expanded **educational/recreational programing**
 - Connecting patrons to **computer and technology classes**
 - Expanding services and resources for **businesses, entrepreneurs and job seekers**
 - Supporting **DIY services** such as **audio/video recording, 3D printing and makerspace programing**
 - Partnering with community organizations to provide relevant **programming and services**

Current Status:

1. Over the past 3 years, Library staff and supporters have done numerous presentations and conversations to build community awareness and support for the Library Master plan and expanded Library Service.
2. The Library has hired and trained new staff and is open 7 days a week. (63 hours/week)
3. The Library has hired and trained new staff and has relaunched the Homebound Program and is providing Bookmobile service 5-6 days a week.
4. Library Parking is free.
5. The Library has improved Library safety.
 - Updating the Library's patron behavior policy
 - Expanding staff training to ensure that the patron behavior policy is consistently enforced
 - The Library has hired two Safety Specialist who engage with patrons, build community connections, and support Library staff to de-escalate and document patron problems.
 - NOTE: Decreased funding due to the new City/Library resulted in the discontinuation of the agreement to have a mental health professional at the Library 5 days a week
6. GFPL continues to build partnerships with local schools.
 - Once a month, GFPL is distributing flyers through the GFPS Wednesday Envelope.
 - GFPL is partnering with GFPS on their MT Reads Grant to support multiple community literacy events.
 - Youth Services is partnering with 4 local middle schools to build a Fall reading challenge and to provide a MT Rep performance and workshop.
7. GFPL has greatly expanded electronic resources for the community including purchasing extra copies of high demand MontanaLibrary2Go titles and adding new electronic platforms (LinkedIn Learning, Mango Languages, ABCMouse, Chilton Autorepair, Kanopy (video & TV streaming).

8. GFPL hired additional Youth Services staff which in order to provide more services. GFPL has expanded early literacy programming to 5 days a week and launched a early literacy outreach program providing storytimes and parent support at childcare centers across Great Falls. GFPL provided more programs then ever during Summer Reading 2025 and is launching 5 day a week after school programming in September.
9. GFPL hired additional Youth Services staff which in order to provide more services. GFPL provided more programs then ever during Summer Reading 2025 and is launching 5 day a week after school programming in September. GFPL continues to work with the Juvenile Detention Center to provide more access to reading to incarcerated youth.
10. GFPL hired a dedicated Community Engagement Coordinator and has greatly expanded community programming.

Next Steps:

1. Gather community feedback and evaluate current resources and services and adjust services accordingly.



Great Falls Public Library Foundation Report February 2026

Our annual Book-A-Thon has been tremendously successful, raising nearly \$50,000 for children and youth books, programming, and materials. With the average gift amount being \$40, this outstanding support demonstrates our community's shared commitment to ensuring young people have access to the resources they need to learn, grow, and thrive.

With momentous effort from Sarah Cawley and Emily Wolfram, the Foundation recently launched our Love Your Library Valentine's Day Box project, which has exceeded all expectations. Over the course of 10 days, we placed boxes in 57 locations throughout our community and have received 523 love letters (and counting!) from patrons sharing what the library means to them. This project will culminate in a community celebration event on February 17 that not only honors these expressions of appreciation but also provides an opportunity for patrons to meet our new Library Director, Amy.

The Foundation is currently engaged in major budget planning for the coming fiscal year. This planning reflects a concerted focus on expanding our fundraising efforts and widening our outreach in order to successfully support the library's remodel plans. Building the necessary resources for this transformative project will require sustained effort and strategic engagement across our community.

We are excited to be sponsoring a Welcome Reception for attendees of the Montana Library Association Conference, which will be held in Great Falls April 15-18. This conference brings library professionals from across Montana to our community and provides an excellent opportunity to showcase our library while supporting our colleagues statewide.

Reach out to Brianne Laurin, executive director, with any questions or further information on the work of the Great Falls Public Library Foundation. Brianne can be reached at brianne@gflibraryfoundation.org



Library Board Meeting Date: February 26, 2026

**GREAT FALLS PUBLIC LIBRARY
BOARD AGENDA REPORT**

Item:	Library Board Quarterly Board Training
Presented By:	
Action Requested:	None

Staff Recommendation: Staff recommends that the Library Board discuss their Quarterly Board Training

Background: The Montana Public Library standard requires 3 hours of training for the Library Board each year.
 10.102.1158 LIBRARY BOARD, GOVERNANCE, AND WORKING WITH THE DIRECTOR
 (4) The public library board shall receive at least three hours of continuing education each year.

The full Montana Public Library Standards are available online at
https://msl.mt.gov/libraries/library_development/Directors/standards/FINALlanguage.replacestandardswebdocument.pdf

Significant Impacts:

It is essential that the Library Board have the knowledge and skills to work successfully as a Board and to provide proper leadership and supervisor of the Library. Regular training prepares the Board operate effectively.

Fiscal Impact: In order to receive the Montana State per capita funding for public libraries, Great Falls Public Library must meet the Montana Public Library Standards. Failure to do regular Board training could result in a loss of the approximately \$35,526.00 of State funding.

Alternatives:

The Board could decide to NOT review their Quarterly Training.

Attachments/Exhibits:

- None

GREAT FALLS PUBLIC LIBRARY BOARD MEETING TASK CALENDAR:

Essential -- Required by Standards Required by City/Library management agreement Required by bylaws Requested by Board	Note some required items are broken into different months <ul style="list-style-type: none"> • Board training -- 3 hours done in 1 hour increments quarterly • Strategic Plan—Created every 3 years, progress reviewed bi-monthly • Policy Review—Every 3 years all policies are reviewed. During that year a set of policies is reviewed each month until all policies have been reviewed and approved
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MONTH	ANNUALLY	2026	2027	2028
Jan.	<ul style="list-style-type: none"> • Quarterly 1-hour Board Training • Review Strategic Plan progress 	START PROCESS: The Board and Director identify in writing what they want to accomplish in the next 3-5 years, and that plan is focused on meeting community needs.	The Board adopts and regularly reviews policies— General Information	
Feb.	<ul style="list-style-type: none"> • The Board and Director annually review public library statistics—done in November 2024 	<u>Quarterly stats</u>	The Board adopts and regularly reviews policies— Personnel & Employment Practices <u>Quarterly stats</u>	<u>Quarterly stats</u>
March	<ul style="list-style-type: none"> • Develop an annual materials budget as part of the library budget • Review Strategic Plan progress 		The Board adopts and regularly reviews policies— Patron Conduct & Guidelines	
April	<ul style="list-style-type: none"> • Intro: The Board understands the revenue sources that fund the library, the budgeting process, and adopts a budget for the library (may be moved to May if that fits in the City Budget Timeline) • Quarterly 1-hour Board Training • The board evaluates the performance of the director 		The Board adopts and regularly reviews policies— Access and Use of Facilities Services and Materials	
May	<ul style="list-style-type: none"> • Review Strategic Plan progress • Approval of 2220 & 2221 budget • Review Strategic Plan progress • Board approves the merit-based pay raises of non-union employees 	<u>Quarterly stats</u>	The Board adopts and regularly reviews policies— Emergency Procedures <u>Quarterly stats</u>	<u>Quarterly stats</u>
June	<ul style="list-style-type: none"> • Review Library Standards Roadmap 		The Board adopts and regularly	

			reviews policies-- Forms	
July	<ul style="list-style-type: none"> • Elect Board Officers • Quarterly 1-hour Board Training • Board sets Library Director Compensation 			
Aug.	<ul style="list-style-type: none"> • Approve proposed Foundation Grant Projects • Review Strategic Plan progress 	<u>Quarterly stats</u>	<u>Quarterly stats</u>	<u>Quarterly stats</u>
Sept.	<ul style="list-style-type: none"> • Year Over Year statistics • Board conducts Community Assessments 		The Board adopts and regularly reviews policies-- City of Great Falls Personnel Policy.	
Oct.	<ul style="list-style-type: none"> • Quarterly 1-hour Board Training 		The Board adopts and regularly reviews policies— Board of Trustees	
Nov.	<ul style="list-style-type: none"> • Review Strategic Plan progress • Approve Holidays and Board meeting days for next calendar year • Set Calendar for Board Meeting Agenda Items for next calendar year • Review draft of Annual Report • Approve proposed Foundation Projects 	<p>COMPLETE PROCESS: The Board and Director identify in writing what they want to accomplish in the next 3-5 years, and that plan is focused on meeting community needs.</p> <p><u>Quarterly stats</u></p>	The Board adopts and regularly reviews policies-- Collection Management Policy <u>Quarterly stats</u>	<u>Quarterly stats</u>
Dec.				

PATRON COMPLIMENTS JANUARY - FEBRUARY 2026

- 1/20/2026 – A staff member reported that she had had a conversation with a patron who was celebrating her 42nd day of sobriety. The patron told the staff member that she was so grateful for the Community Information Board. She reported that, through it, the patron connected with groups & organizations that are helping her to stay sober.
- 1/21/2026 – A staff member overheard patrons talking about a program they had just attended in the Cordingley Room. She said that, at least, 10 people made comments like, “Excellent,” “Awesome,” & “Wonderful for everyone!” The staff member said that two patrons stopped at the circulation desk to ask about future programs. 😊
- 1/28/2026 – A patron came in to check on a hold & asked about Kalena’s Book Sleuths book club. The staff member taking care of the patron told the patron that there were a few copies of the current book club book left, & that she could have one. The patron gave the staff member her card to check out the book, & the staff member told the patron that she could have the book to keep. The patron was confused, & the staff member told her that it was her lucky day. The patron was so excited that she said that she felt like she’d won the lottery!
A week later, the patron came back with a friend. (The staff member got the feeling that the patron had been telling the friend how amazing our library was because she’d gotten a free book.) The patron gave her friend a tour & pointed out the different genres; looked at brochures; & looked at the new art installation. (They both exclaimed about the work from the artist who was displaying her artwork for January & February.) After purchasing books from the \$1 sale shelves, they thanked the staff member & told her that they were looking forward to their next visit. 😊
- 1/31/2026 – During Family Storytime, a staff member said that she had a new family with a grandmother visiting from Dallas. At the end of the program, the grandmother said that she was a high school librarian & was really impressed with the program & all of the programs & materials our library has to offer. She said that she wished she lived in Great Falls, so that she could come to programming more often.
- 2/4/2026 – A patron called to put a book on hold. While chatting with the staff member on the phone, he mentioned that he was new to the library & that he was enjoying being a member. He really appreciated the library & what we do, & he found us to be very helpful.
- 2/6/2026 – A homebound patron called in to update her account. While she was on the phone, she told the staff member that she would be moving to an assisted living facility in the near future. The staff member told her that, when she was ready to move, she could let the bookmobile driver who serves the homebound community know what

her new address would be. The patron, immediately, became even more animated, telling the staff member that she loved the bookmobile driver, & that “He just picks out the best books for me!” 😊