

August 9, 2012

## **MINUTES**

**Present:** Chair Shari Nault, Vice-Chair Lloyd Mickelson, Sara Hudson, Bill Lamdin, Jennifer Quinn, Betty Richardson; Bill Cochran, Library Director; Dee Ann Redman, Assistant Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator; Mona Harris, Friends of the Library President; Cara Schaer, Library Foundation President; Marcy Baumgartner, Library Foundation Administrative Assistant; Pat Bellinghausen, Billings Gazette.

### **Public Comment**

Harris reported that the first Wednesday monthly book sales were doing very well. She noted that the large book sale will be held in October.

### **Consent Agenda**

Redman distributed copies of the Library's FY13 Strategic Plan, noting that it was centered on the upcoming year's construction project and move.

MOTION: Approve consent agenda

Approved

Quinn/Lloyd

### **Quarterly Statistics**

Robins reported on the FY12 4<sup>th</sup> Quarter Annual Statistics, noting that total circulation was down by 7% from FY11 and persons in the Library was down by 4%, as expected due to reduced parking and other access issues related to construction of the new building.

### **County Board Vacancy**

Cochran noted that no applications for the vacant Board seat were received so the County Commissioners extended the deadline for applications to August 23.

### **South Central Federation of Libraries issue**

Cochran reported that the South Central Federation of Libraries (SCF) received a request from Rosebud County Library to transfer from the Sagebrush Federation to SCF. The Federation Headquarters Librarian had asked for input from the Board, but it was moot, since the State Library Commission acted on the issue on August 8. Cochran was unaware of what action had been taken.

### **New Library Building Project**

- Project update from Library Director
  - Cochran reported that:
    - The bond sales went extremely well and that Finance Director Pat Weber secured a favorable rate of 2.83%.
    - The Library Foundation made its first of 10 annual payments towards the bond.
    - The building permit for the project was issued July 25.
    - The Health Department has issued a permit for the café in the new Library building.

- Jackson Contractor Group has a construction trailer on site and is hooking up utilities.
- A pre-construction meeting is scheduled for 1 p.m. August 9.
- Redman has prepared a draft moving plan.
- Report from Library Building Design Committee Co-Chair
  - Mickelson reported that:
    - The next meeting of the Library Building Design Committee is scheduled for September 4 at 5:00 p.m. on the 3<sup>rd</sup> floor of the Library.
- Project update from the Foundation
  - Baumgartner reported that:
    - The contract and agreements requested by the bond council have been turned over to the City and approval by the City Council is tentatively scheduled for August 27.
    - The Foundation has made their first annual payment to the City.
    - The groundbreaking was very successful.
    - Foundation Board members have been meeting with the donors.
    - Modrow completed a 3-week grant writing course and has submitted grant applications to PPL MT and Town Pump.
    - The summer newsletter, Footnotes, went out the end of July.
- iLibrary community discussion report
  - Robins distributed a flyer regarding the upcoming community discussion event and noted that:
    - It will be held on September 15 from 9 a.m. – 2:30 p.m. and lunch will be provided.
    - BTOP and the Gates Foundation are sponsoring the speakers.

Cochran reported on the upcoming Montana State Library Fall Workshop scheduled for September 16-17.

Cochran distributed information on the State Library Trustee Certification program.

Nault noted that she will ask that discussion of the naming rights for the new Library and discussion of a focus committee to work with the Foundation be added to the next Library Board meeting agenda.

Adjourned 1:20 p.m.