

October 11, 2012

MINUTES

Present: Chair Shari Nault, Sara Hudson, Bill Lamdin, Alex Martin, Betty Richardson, Bernard Rose; Bill Cochran, Library Director; Dee Ann Redman, Assistant Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator; Pat Bellinghausen, Billings Gazette.

Public Comment

Nault introduced new Library Board Trustee Martin. Cochran distributed copies of an updated list of Trustees.

Cochran noted that the State Library will hold training for Public Library Trustees on October 20 at the Holiday Inn. He distributed copies of the agenda.

Cochran reported that Bruce Putnam, an active supporter of both the Community Library and new downtown Library building projects in recent years, had passed away on November 10.

Consent Agenda

MOTION: Approve consent agenda

Approved

Lamdin/Richardson

Library Board Retreat

The Library Board developed the following agenda for the Board retreat scheduled for November 17 from 9 am to 4 pm at Crowley Fleck Law Firm.

- Interlocal agreement
- Bylaws including parliamentary procedure
- Strategic Plan review
- New Library building
 - Naming
 - Security
- Programming
- Services
- Security

Library Branding Project

Cochran distributed copies of the FY13 supplemental budget request for \$18,000 for a branding project.

Nault noted that the Library Branding Committee meetings discussed at the September board meeting fall under the open meeting law which requires that the meetings be open to the public and be advertised for two weeks prior to the meeting date. To allow sufficient time for the notice process it was decided that the next meeting would be held November 2 at 1:30 pm. Nault noted that a scope statement for the project would be developed at the next meeting.

Cochran requested that Murphrey be added as a committee member. Nault noted that the committee members now include Nault, Hudson, Mickelson, Quinn, Richardson, Redman, Murphrey, Mona Harris, Leslie Modrow, Cara Schaer, Evelyn Noenning, Stella Fong, Sarah Keller and David Schaer.

MOTION: Approve the committee members.

Approved

Lamdin/Martin

Nault distributed a copy of a draft letter requesting that the Library Foundation table re-naming the Library as part of its enhancement campaign for the new Library and asked for a recommendation to finalize and mail the letter to the Library Foundation.

MOTION: Proceed with sending the letter to the Foundation

Approved

Lamdin/Richardson

High Plains Book Awards

Redman reported that the BookFest will be held October 19, followed by an Author Reception to be held at 5:00 pm at the Babcock Arcade. She noted that the Awards Banquet will be held on October 20 at 6:00 pm at the Yellowstone Art Museum and that Tom McGuane will receive the Emeritus Award this year.

Nault noted that a table has been dedicated for Library Board members should they wish to attend.

New Library Building Project

- Project update from Library Director
 - Cochran reported that:
 - A project directory of contractors and subcontractors was available and that most subcontractors are from the Billings area and Montana.
 - Underground HVAC duct work is being installed.
 - Structural steel should be up by the end of December.
 - Lighting will be integrated into the shelving and will be sensor regulated.
- Report from Library Building Design Committee Co-Chair
 - Cochran reported that:
 - The next meeting is scheduled for November 8 at 5:00 pm on the 3rd floor of the Library. The architects will have furniture samples available for viewing. The meeting will be followed by an open house.
- Project update from the Foundation
 - No report.
- Report from Ribbon Cutting Committee
 - Nault reported that:
 - Evelyn Noenning and Suzanne McKiernan will head up the Committee.
 - The ribbon cutting will be held February 1.

Adjourned 1:00 p.m.