

January 4, 2014

## **RETREAT NOTES**

Held on January 4, 2014 at 9:00 a.m. at the Billings Public Library – 4<sup>th</sup> Floor – 510 N. Broadway, Billings, MT.

**Present:** **Present:** Chair Shari Nault, Vice-Chair Sara Hudson, Sue Bach, Stella Fong, Bill Lamdin, Alex Martin, Jennifer Quinn, Betty Richardson, Bernard Rose, Bill Cochran, Library Director; Dee Ann Redman, Assistant Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator; Guests: Lyn McKinney, Lloyd Mickelson.

Nault introduced the new Library Board Trustees.

### **Public Comment**

None

### **Tour**

Cochran asked for Board participation in the upcoming Library tours scheduled for opening week.

### **Orientation for new Board members**

Cochran reviewed:

- The responsibilities of the Library Board Trustees.
- The Board of Trustees Manual.
- The Interlocal Agreement between the City and Yellowstone County.
- Staff training and new staff policies.
- The Library Strategic Plan.
- Library policies.

Hudson asked for volunteers to serve as Library representatives for the Library Foundation, Friends of the Library and South Central Federation. Rose will serve as the Foundation representative, Bach as the Friends of Library and Richardson as the Federation.

### **Recommendations for allocation of Library budget, Library Foundation and Friends of the Library funds**

Hudson recommended convening an ad hoc programs committee to:

- Review current Library programs.
- Evaluate the need for a docent program.
- Evaluate the need to establish a standing committee for Library programming.
- Report the committee's findings, conclusions and recommendation to the Library Board.

Cochran and Redman discussed current Library programs. Cochran noted that while he supports the recommendation of an ad hoc committee, ultimately final decisions on Library programming rests with the staff.

Hudson asked for recommendations for committee members. Committee members shall include:

- Foundation representative
- Friends of the Library representative
- Library staff
- Library Board Trustees, Stella Fong, Bill Lamdin, Jennifer Quinn
- Former Board Trustee Lyn McKinney will chair the committee.

Bach, Fong, Rose and Quinn will identify other committee members.

Hudson noted that the committee will be charged with developing the purpose, scope and structure of the committee.

### **Discussion of community partnership development**

Hudson discussed how the Library can take advantage of community partnerships.

### **Montana State Library Trustee Training**

Postponed to the January 16 Board meeting.

### **Montana Library Association Annual Conference, April 9-12, Billings**

Cochran invited Board Trustees to the upcoming MLA conference scheduled for April 9-12 at the Billings Hotel and Convention Center.

### **Board of Trustees participation in grand opening**

Cochran discussed the upcoming grand opening scheduled for Saturday, February 1. Hudson noted that Dedication Committee members will be contacting Trustees for their participation in the event.

### **Imaginings, Visions**

The Board developed a vision list for programming:

- Community Health Fair
- Author Fair
- Signature Event Series
  - Livability
  - Lectures
  - Civil Discourse
- Transition to College
  - Parents-Parents
  - Kids-Kids

Further discussion will be scheduled for the January 16 Board meeting.

Adjourned 2:20 pm