

October 9, 2014

MINUTES

Present: Chair Sara Hudson, Sue Bach, Bill Lamdin, Jeana Lervick, 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, Leslie Modrow, Library Foundation Development Director, Linda Altwine and Gayle Carter, Billings Junior Woman's Club, Pat Bellinghausen, Billings Gazette.

Public Comment

Altwine and Carter thanked the Board for their past support of the "Books for Babies and ... You" program and requested the Board's continued support.

MOTION: Board to discuss support of the program.

Approve

Lamdin/Quinn

Consent Agenda

MOTION: Approve the consent agenda.

Approved

Foundation report

Rose reported that:

- The Foundation is selling raffle tickets for use of the winner's name in Carrie La Seur new book.
- Modrow attended the Montana Nonprofit Association conference.
- The Foundation retreat was very valuable and they may be considering reorganization of the Foundation.
- They are still delivering memorial bricks from the old Library building.

Friends of the Library report

Bach noted that:

- The book sale is scheduled for this weekend, October 11 and 12.
- She will email FOL membership forms to the Board members.

Director Input Letter for Evaluation

Cochran noted that the Library Director is appointed by and evaluated by the City Administrator, however under the City Charter the Library Board is obligated to provide input to the City Administrator on the Director's performance. Hudson asked that all comments be sent to her and she will consolidate them and send the comments on to the City Administrator.

Building Project Update

Cochran noted that:

- The demolition is complete and the foundation is being dug out for the French drain.
- The architectural gravel will be used to bring the drain up to grade.
- An OAC meeting is scheduled for today to discuss the possibility of a temporary parking lot before winter.
- The civil concrete work can be done during the winter.
- They continue to make progress with the other parties on who is responsible for the additional costs and how those costs will be allocated.
- He felt confident that no additional costs will be incurred by the tax payers.

Programming Committee report

Richardson noted that:

- The committee met the criteria for the committee membership.
- The committee reviewed the 2014 programs for adults, teens and children.
- The committee felt that there should be more programs for seniors.
- A list of program suggestions will be submitted to staff.
- Program surveys will be used at the end of each program.

Annual Board Retreat

Hudson recommended that the Library Board Retreat be held in the Yellowstone Board at the Library on Saturday, January 24. The following topics were identified for the retreat.

- Programming
- Target audiences for future programming efforts
- Strategic Planning – FY 2017-FY 2019
- Types of planning for upcoming years
- Funding
- Capital needs for the future
- Demographic analysis needs
- Development of RFP elements
- Safety & security
- Review: Year 1 in the new building
- Board agendas and processes
- Professional development for board members

Hudson asked for a volunteer to facilitate the retreat. Discussion centered on bringing in an outside facilitator.

MOTION: Cochran will identify if funds are available for an outside facilitator and if so will look for someone to facilitate.

Approved

Lervick/Quinn

Adjourned 1:15 p.m.