MINUTES
Present: Chair Shari Nault, Vice-Chair Lloyd Mickelson, Sara Hudson, Bill Lamdin, Lyn McKinney, Betty Richardson, Bernard Rose, Dave Ward; Bill Cochran, Library Director; Dee Ann Redman, Assistant Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator; Leslie Modrow, Development Director of the Library Foundation, Mona Harris, President of the Friends of the Library.

Public Comment
Rose noted that the Northern Plains Resources Council will hold a fund raiser for the new library’s LEED Certification process at 7 pm February 9 at the Swift Building.

Consent Agenda
MOTION: Add January 21, 2012 Library Board Retreat Notes to the consent agenda.
Approved        Mickelson/McKinney

MOTION: Approve consent agenda
Approved        Lamdin/ McKinney

Quarterly Statistics
Robins distributed copies of the FY12 2nd Quarter Statistics and provided an update.

New Library Building Project
• Project update from Library Director
  o Cochran reported that
    ▪ The sanitary sewer contract had been let
    ▪ The asbestos abatement contract had been awarded
    ▪ The Underriner Building demolition bids will be opened February 28
    ▪ The excavation of the clay in the north parking lot should be completed before June 23
  o Cochran noted that the Library maintenance staff was removing part of the loading dock in the garage to allow parking access from the south for the bookmobile.
  o Cochran noted that an RFP for a Project Manager will be advertised February 16.
  o Cochran reported that meetings on the bond issue have been held with the City Finance Department and the Library Foundation.
• Report from Library Building Design Committee Co-Chair
  o Mickelson reported that the next committee meeting will be held at 5 pm on February 21 on the 3rd floor of the Library building.
• Project update from Foundation
  o Modrow noted that the Foundation is finalizing a contract with the architects and will soon begin work on an agreement with the City.
She noted that they had participated in a meeting with the City’s Bond Council.

- Modrow reported that she is working on a grant for TIF funding to help underwrite costs for the Library project.
- Modrow noted that Food for Thought will be held June 7.

**Annual Library Policy Review**
Nault led a discussion of the FY13 Policy Revision Recommendations.

**MOTION:** Approve policy revisions as presented.  
Approved Lamdin/Ward

**Billings Cultural Partners Marketing Program**
Redman distributed marketing language on Library programs and services targeted at newcomers, parents and teachers, and funders, as part of a Billings Cultural Partners marketing effort.

Cochran reported on the City’s new Priority Based Budgeting process. He also discussed the Library’s FY13 Supplemental Budget Requests.

Adjourned 1:25 pm