

Minutes from Library Ad-Hoc Programming Committee Meeting Agenda
Thursday, February 27, 2014
Noon in the St. Vincent Meeting Room
Billings Public Library

1. Welcome and Introductions
2. Review of Ad-Hoc Committee charge from the Library Board
3. Short discussion of programming concerns
4. Review of solutions submitted by Library Staff
5. Recommendation to the Library Board
6. Other?
7. Adjournment

Minutes of the meeting

The meeting convened at 12:05 p.m. with agenda listed above. Those attending were: Cara Schaer, Library Foundation; Dee Ann Redman, Library Staff; Shari Nault, Library Board; Stella Fong, Library Board; Bernie Rose, Library Board; Corrina Graham Martin, Library Friends; Cindy Patterson, Library Staff; Jane Thomas, Library Friends; Bill Lamdin, Library Board; Leslie Modrow, Library Foundation; Kathy Robins, Library Staff, and Lyn McKinney former Board Member and Chair.

After member introductions, McKinney reviewed the charge from the Library Board for the Ad-hoc committee. As is implicit with it's name, this committee is temporary, charged with determining if there is a need for a standing committee to help staff with programming. McKinney reminded those present of the role of each of the entities present in the support of the library and library programming. We all understand that the library staff administers programming with the help and support of the other groups represented.

McKinney summarized the concerns the Library Board had in continuing the good programming that is currently offered along with capturing the enthusiasm and good will the community has for the new building.

The group reviewed the library management team response to concerns posed at the Library Board retreat January 16, 2014. Redman advised the group as to how programming is currently handled by staff and discussed the intent to start a volunteer or docent program in FY 15. A robust discussion was held, with staff answering questions from the group. Concern was brought forward related to hiring programming help using "soft money" (using money from the Friends and Foundation that may or may not be there consistently year after year versus a paid staff position with the City) and the dependence on volunteers, that again, may or may not be consistent. Consistency and sustainability in programming were discussed.

Recommendations to the Library Board

1. Immediately adopt and work toward hiring a staff person focused on programming, disseminating information regarding events at the library or library-sponsored events, and identifying funding and partners for those events if necessary.
2. Develop a volunteer program as soon as possible.
3. The committee recommends there be a standing programming committee (not necessarily the name of the committee, but speaks to the narrow scope of the committee) created. The committee should be charged with:
 - Helping set up an annual calendar of programs and an organizational plan for programming
 - Meeting 3 to 4 times a year on an as needed basis
 - Helping generate programming ideas and help develop them at quarterly meetings
 - Deciding on a signature annual event (or as time goes on, possibly a signature series of events)Committee make-up should include:
 - 2 representatives from the Library Friends
 - 2 representatives from the Library Foundation
 - 2 representative from the Library Board
 - 4 Library Staff – each representing, children, teens, adults and managementThose present felt strongly that this standing committee will be more effective if it is smaller rather than larger.

The committee was adjourned at 1:05 p.m.

Respectfully submitted by Lyn McKinney.