

August 13, 2009

**MINUTES**

**Present:** Board Chair Tony Hines, Vice-Chair Shari Nault Pullar, Dan Carter, Lyn McKinney, Lloyd Mickelson, and Dave Ward; Bill Cochran, Library Director; Jim Peters, Assistant Library Director; Dee Ann Redman, Systems Administrator; Mary Murphrey, Administrative Coordinator; Candi Beaudry, Planning and Community Services Department Director.

**Public Comment**

None

**Consent Agenda**

Cochran requested that two items be added to the Consent Agenda. *Item 1.* - Submittal of the FY2010 South Central Federation Member Library Grant Agreement, and *Item 2.* - “Don’t be a Stranger in our own City” public participation meeting notices.

*Item 1*

Cochran requested approval for the Board Chair to sign the FY2010 South Central Member Library Grant Agreement with the Montana State Library. The agreement provides for state aid for participating in the South Central Federation interlibrary loan program.

*Item 2*

Cochran distributed copies of a notice regarding upcoming meetings scheduled throughout Billings entitled “Don’t be a Stranger in your own City”. The meetings are intended to promote community conversation based on the Citizens Satisfaction Survey results.

MOTION: Add *Item 1* and *Item 2* to the Consent Agenda.

Approved

Mickelson/McKinney

MOTION: Approve consent agenda.

Approved

McKinney/Ward

**Library Foundation Report**

The Library Foundation Report was not available.

**Friends of the Library Report**

Peters noted the Friends of the Library upcoming book sale is scheduled for October 17 - 19, 2009. He also noted that the Friends will sponsor the Montana Repertory Theater scheduled for October 5, 2009.

Cochran noted that Peters will be retiring September 18, 2009, and an open house has been scheduled for Thursday, September 17 from 4:00 to 6:30 pm on the 3<sup>rd</sup> floor of the Library. Cochran also reported that Redman will become the

Acting Assistant Library Director and Kathy Robins will become the Acting Systems Administrator effective Monday, September 21, 2009.

**Jean Warner resignation/City Board vacancy**

Cochran noted that Jean Warner's resignation has left a vacancy for a City Board representative. Applications for the position will be accepted through September 4, 2009. The appointment will be approved at the September 20 City Council meeting.

Mickelson noted that Warner's resignation left a vacancy for a Foundation liaison. Nault volunteered to fill the vacancy. Board Chair Hines appointed Nault as the Board's Foundation liaison.

**Library parking lot revenue**

Mickelson noted that the City, not the Library, receives the revenue generated from the Library's metered parking lot. There was some discussion on who should receive the revenue and how the issue could be addressed. It was decided that staff should investigate how much revenue is generated from the parking lot.

MOTION: Direct Cochran and Murphrey to investigate how much revenue is generated from the metered parking lot.

Approved

Mickelson/McKinney

**Strategic Planning Process**

Candi Beaudry, Director of Planning and Community Services provided an update on the strategic planning process.

Beaudry distributed handouts that will be given to all individuals participating in the planning process. The handouts summarized the intent of the strategic plan as well as a proposed timeline. Cochran also distributed a draft informational overview of the Library with emphasis on how the library compares with other libraries similar in size.

MOTION: Library staff should continue to work with the Planning Department to move forward with the strategic planning process as presented.

Approved:

Carter/Mickelson

Adjournment 1:25 p.m.