

April 11, 2013

## **MINUTES**

**Present:** Vice-Chair Lloyd Mickelson, Sara Hudson, Bill Lamdin, Alex Martin, Jennifer Quinn; Bernard Rose; Bill Cochran, Library Director; Dee Ann Redman, Assistant Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator; Cara Schaer, Library Foundation President; Robyn Peterson, Yellowstone Art Museum Executive Director.

### **Public Comment**

None.

### **Consent Agenda**

Cochran asked that two items be added to the agenda.

- Add as Item #1 Renaming Meeting with County Commissioners.
- Add as Item #2 Masonic Cornerstone Recommendation.

MOTION: Add the Renaming Meeting with County Commissioners and the Masonic Cornerstone Recommendation to the agenda.

Approved

Lamdin/McKinney

MOTION: Approve the consent agenda.

Approved

Rose/Quinn

### **Renaming Meeting with County Commissioners**

Cochran asked for two volunteers to attend the April 16 renaming meeting with the County Commissioners. Rose and Martin agreed to attend.

MOTION: Martin and Rose will accompany Cochran to the April 16 meeting with the County Commissioners at the Courthouse.

Approved

Lamdin/McKinney

### **Masonic Cornerstone recommendation**

Cochran briefed the Board on the request by the Masonic Lodges for placement of a cornerstone at the new Library building. He noted that the City Council asked for a recommendation from the Library Board.

MOTION: Library Board recommends that the City Council approve the cornerstone request for the new Library made by the Masonic Lodge on the following conditions:

1. Library Board, project architect and City Council to approve the proposed location, size and text of the cornerstone;
2. Cornerstone to be installed without cost to the Library and the City; and

3. The installation and/or unveiling of the cornerstone to be honored in a separate ceremony scheduled by the Masonic Lodge in coordination with Library and Library Foundation boards so as to not interfere with any other events or ceremonies either of them have scheduled.

Approved

Lamdin/Quinn

The motion passed with five yes votes and two no votes.

### **Foundation report**

Rose reported that:

- Food for Thought is scheduled for June 6 at 6:00 pm.
- The Development Committee is working on supplemental funding.
- The Ribbon Cutting Committee is moving ahead.
- Two internet providers are competing to provide service for five years to the new Library.
- Work continues on the teen media lab.

### **South Central Federation Meeting 3-23-13 in Big Timber**

- Mickelson reported on the March 23 South Central Federation meeting in Big Timber.
- Mickelson noted that the bylaws were updated.
- Cochran reported on the Montana Memory Project.
- Cochran noted that McKinney has been the Board liaison with the Federation and with her term on the Board ending in December a new liaison will be needed.

### **FY14 Budget presentations**

Cochran noted that the FY14 Budget presentation to the City Council is scheduled for May 14 at 5:30 pm at City Hall and the County budget presentation is scheduled for June 21 at 11:30am at the County Courthouse.

### **Library Art Policies review and action**

Peterson discussed the history of the Art Committee and the draft Fine Art Policy and draft Art Management Policies and Procedures. She noted that the policies were based on the following assumptions:

- There will be limits on the art the Library will have.
- The Library will not pursue further development of an art collection.
- The Library will pursue a limited program of temporary art exhibitions.

MOTION: Approve the Parmly Billings Library Fine Art Policy with a qualification that if the County approves of the Library's name change that the policy is renamed Billings Public Library Fine Arts Policy.

Approved

Lamdin/McKinney

MOTION: Approve the Parmly Billings Library Art Management Policies and Procedures Policy with a qualification that if the County approves of the Library's name change that the policy is renamed Billings Public Library Art Management Policies and Procedures.

Approved

McKinney/Lamdin

### **Draft Strategic Plan**

Hudson reported on three new components of the draft Strategic Plan.

- Marketing Plan – Redman noted that the draft plan includes the objectives of the Strategic Plan and tasks on how to meet those objectives.
- Facilities Plan – Cochran noted that the plan is a three-year plan and at the completion of the plan a twenty-five year plan will then be developed.

The three year plan will include:

- Implementing a maintenance plan for the building and grounds.
- Completion of requirements to achieve LEED Gold certification.
- Management of a Building Maintenance Fund.
- Montana Benchmark Graphs – Cochran noted that at the February 14, 2013 Board meeting a motion was approved to move the Library's benchmark from average (50%) of the seven Montana urban libraries to 75%. He noted that the costs for accomplishing the 75% criteria have been estimated and included with the graphs for FTEs per population, physical items per capita, square feet per capita and workstations per capita. It was noted that the 75% criteria was most likely not attainable at this time, however, it should be kept as an aspirational goal.

Adjourned 1:30 p.m.