

November 8, 2012

## **MINUTES**

**Present:** Chair Shari Nault, Vice-Chair Lloyd Mickelson, Sara Hudson, Bill Lamdin, Lyn McKinney, Jennifer Quinn, Betty Richardson, Bernard Rose; Bill Cochran, Library Director; Dee Ann Redman, Assistant Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator; Will Bruder, Will Bruder Architects; Marjorie Whitton, WorksBureau; Tom Hornung, Steve Marsh, Billings Masonic Lodges.

### **Public Comment**

Nault introduced guest Hornung and Marsh from the Masonic Lodges. They proposed a ceremonial laying of cornerstones by the Lodge at the new Library building. Nault responded that the Board would discuss at the upcoming Board retreat.

### **Consent Agenda**

MOTION: Amend *public comment* to reflect that Bruce Putnam's memorial ceremony will be held on November 10, 2012 and amend *item 7.e.* to include the year 2014. Approve consent agenda as amended.

Approved

McKinney/Rose

### **Quarterly Statistical Report**

Robins reported on the FY13 1<sup>st</sup> quarter statistics.

### **Library Board Retreat**

Cochran distributed a draft copy of the agenda for the November 17 Library Board retreat. He also distributed copies of the Interlocal Agreement, Bylaws, Roberts Rules of Order, Rosenberg's Rules of Order and the Strategic Plan for Board review prior to the retreat.

Nault asked for help writing notes and facilitating during the retreat. Rose and Quinn agreed to help.

### **High Plains Book Awards**

Redman reported that the Awards Banquet was held on October 20 and that it was very well received.

### **Library Branding Project**

Redman reported that the Committee met on November 2 and developed a scope statement. She also noted that the Committee was scheduled to meet with Will Bruder Architects on November 9.

MOTION: Approve and adopt the Branding Committee scope statement.

Approved

Lamdin/McKinney

## **New Library Building Project**

- Project update from Library Director and Will Bruder
  - Cochran reported that:
    - The concrete slabs have been poured, structural steel should be delivered this week and masonry work should begin next week.
  - Bruder reported that:
    - Jackson Contractor Group went to Arizona to meet with Will Bruder Architects.
    - The OAC meetings continue to go well and there has been good progress with the pre-site work.
    - A Christmas tree will be placed and lit on the steel frame of the building on Christmas Eve.
- Report from Library Building Design Committee Co-Chair
  - Mickelson reported that:
    - The Committee will meet tonight, November 8 at 5:00 p.m. on the 3<sup>rd</sup> floor of the Library. The architects will have furniture samples available for viewing. The meeting will be followed by a public open house.
- Project update from the Foundation
  - Modrow reported that:
    - The Foundation, partnering with the School District, applied for an IMLS grant for a computer digital teen lab in the new Library building. She was just notified that the Library was selected for a \$100,000 grant to complete this project.
    - There will be a donor reception November 14 at 9:00 a.m. for a roof top viewing of the new building.
    - The annual appeal mailings will be sent out soon.
- Report from Ribbon Cutting Committee
  - Modrow reported that:
    - A soft opening will be held in the fall when the Library opens.
    - The ribbon cutting ceremony will be held February 1, 2013.

Adjourned 1:05 p.m.