

November 14, 2013

## **MINUTES**

**Present:** Chair Shari Nault, Vice-Chair Sara Hudson, Alex Martin, Lyn McKinney, Lloyd Mickelson, Betty Richardson, Bernard Rose; Bill Cochran, Library Director; Dee Ann Redman, Assistant Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator; Kathy Cross and Leslie Modrow, Library Foundation; PJ Smith, Genealogy Forum; Pat Bellinghausen, Billings Gazette

Smith reported that the Genealogy Room will close November 23 and reopen January 6.

### **Public Comment**

None

### **Consent Agenda**

Cochran requested that the Director's Report be added to the agenda.

Robins discussed the decrease of Homework Montana users.

MOTION: Approve the consent agenda with the addition.

Approved

Rose/ Richardson

### **Foundation report**

Rose reported that:

- The Foundation had received a grant for the digital learning lab
- Donations for grand opening went well
- Working on Entz painting donation
- Food for Thought was nice
- High Plains Book Awards was nice.

### **Policy recommendations related to move to new building**

Cochran discussed the policy revision recommendations needed for the new Library building. He noted that the recommendations were developed at the Management Team's recent retreat. The recommended revisions were:

- Global name change
- Meeting, computer, and study room use
- Exhibits and displays
- Bulletin boards
- Customer behavior
- Library cards for Montana residents
- Use of Library computers and network resources
- Internet use.

MOTION: Adopt the policy recommendations.

Approved

Mickelson/McKinney

### **Board retreat planning**

Cochran reported that Mickelson and McKinney would term limit out as Library Board Trustees in December. Nault encouraged Board members to recruit appropriate individuals to apply to fill the upcoming Board vacancies.

Nault suggested that the retreat be held in January. It was decided that the retreat will be held January 4 from 9am to 2pm in the new Library building. Nault requested that outgoing Trustees Mickelson and McKinney attend the retreat.

The Board arrived at the following agenda:

Tour

Orientation for new board members

- Review of responsibilities of board members

Recommendations for allocation of Library budget, Library Foundation and Friends of the Library funds

- Review of survey data
- Programming – establishment of ad hoc committee
- Mentoring

Discussion of community partnership development

Montana State Library training videos

Montana Library Association conference

Board of Trustees participation in grand opening

Imaginings, Visions

The Board agreed to cancel the December Board meeting.

Robins invited the Board to the upcoming staff luncheon to be held December 13 from 11am to 1pm on the 4<sup>th</sup> floor of the Library.

Hudson recommended convening an ad hoc programs committee to:

- Review current Library programs
- Evaluate the need for a docent program
- Evaluate the need to establish a standing committee for library programming
- Report the committee's finds, conclusions and recommendations to the Library Board of Trustees.

Adjourned 1:20 p.m.