

August 14, 2014

MINUTES

Present: Vice Chair Stella Fong, Sue Bach, Bill Lamdin, Jeana Lervick, Alex Martin, Jennifer Quinn, Betty Richardson, Bernard Rose; Bill Cochran, Library Director; Dee Ann Redman, Assistant Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator, Leslie Modrow, Library Foundation Development Director.

Public Comment

Fong welcomed new Library Board Trustee, Jeana Lervick.

Cochran noted that he had received a complaint regarding smoking near the north entrance. This item was directed to staff for research and future discussion.

Consent Agenda

Cochran discussed the FY15 Library's Strategic Plan and how it relates to the City's Strategic Plan.

MOTION: Approve the consent agenda.

Approved

Lamdin/Quinn

4th Quarter & FY Final Statistical Report

Robins distributed copies of the FY14 versus FY13 Statistics Comparison and discussed the comparisons.

Foundation report

Rose reported that:

- The August Foundation meeting was scheduled for Tuesday, August 19.
- The Foundation has been delivering memorial bricks from the old Library building. They are also selling bricks for \$50.00 each.
- The Foundation Board retreat is scheduled for September.
- The Foundation's annual contribution will be used to pay for a Learning Lab technician.
- He recommends that the Foundation reports gifts to the Library Board.

Friends of Library

Bach noted that:

- The FOL raised \$800 of which \$250 was raised from Summer Fair.
- They are gearing up for the book sale scheduled for October 11 and 12.

Building Project Update

Cochran reported that:

- The City Council approved the contract amendment for additional asbestos abatement by Safetech.
- Safetech's work requires Jackson Contractors to operate the heavy equipment.
- The original abatement contract was \$79,000, however Northern Industrial Hygiene overlooked some areas resulting in \$67,000 of additional work.
- The demolition work has become a more costly and complicated process requiring another \$404,000 of additional work as required by the DEQ.
- The Library will seek reimbursement from the responsible parties.
- The City Council unanimously approved an Ordered Demolition, per guidance from the Montana DEQ, on August 11. As a result, demolition should start the end of August.

Board engagement in project completion recognition

Cochran noted that Board representation was needed on the Time Capsule Subcommittee. Lamdin volunteered to serve.

Programming Committee

Cochran noted that as Co-Chairs of the Programming Committee he and Betty recommended that the committee members be appointed as identified by the Ad-Hoc Programming Committee. The committee members will be:

- 2 representatives from the Library Friends
- 2 representatives from the Library Foundation
- 2 representatives from the Library Board – Richardson and Quinn
- 4 Library staff – representing children, teens, adults and management.
 - Children – Cindy Patterson or Elizabeth Fellerer
 - Teen – Jennifer Kruger or Jennifer Wilke
 - Adult – Barbara Reibe or Cody Allen
 - Management – Dee Ann Redman

Federation Grant Agreement

Cochran discussed the submittal of the Federation Grant Agreement which will be used to help with the Heritage Quest Database purchase. He asked for Board approval to submit the agreement.

MOTION: Approve the submittal of the Agreement and authorize Board Vice-Chair signature.

Approved

Quinn/Lamdin

High Plains Book Award Banquet

Cochran noted that the Board will sponsor a table at the High Plains Book Award banquet on Saturday, October 25. He asked that trustees who wish to sit at the Board table notify him.

Montana State Library Certification for Trustees

Cochran noted that Hudson has set a goal that all Trustees be certified by next summer. Robins demonstrated to the Board how to enter their classes in the State Certification Tracking document. She reported on the various videos, conferences and webinars available.

MOTION: Move to adjourn

Approved

Rose/Lervick

Adjourned 1:40 p.m.