



Billings Public Library Board Meeting

February 11, 2021
12:00 p.m.

Board and City staff present:

| | | |
|------------------------------------|---|--|
| Peggy McSweyn, Chairperson | David Darby, Vice Chair | Cheryle Fisher |
| Roger Young | Trudi Paulson | Sue Bach |
| Gavin Woltjer, Library Director | Hannah Stewart-Freeman, Assistant Director | Cody Allen, Information Systems Coordinator |

Not Present:

| | | |
|----------------|-----------------|--|
| Andrea Horrell | Lloyd Mickelson | Jamie Bratlie, Library and Facility Coordinator |
|----------------|-----------------|--|

Guests:

| | | |
|--|--------------------------------------|--|
| Debbie Willis, Friends of the Library | Leslie Modrow, Library Foundation | PJ Smith, Yellowstone Genealogy Forum |
|--|--------------------------------------|--|

Public Comment

None

Chair's Comments

Chairperson McSweyn thanked Board Member Fisher for navigating the board through a difficult year in 2020. She also thanked Jennifer Quinn for her service on the library board.

McSweyn mentioned the MLA virtual conference that will be held April 14-17. She suggested that everyone attend if possible.

Consent Agenda

- a. Motion and second to approve the January 14, 2021, minutes. Motion approved. Young/Bach

Reports

- a. Debbie Willis, Friends of the Library, said the Nook and Café are open. They have a ton of books and hope to see many sales. Fisher encouraged joining the FOL to support Library Lovers Month.
- b. Leslie Modrow, Library Foundation
 - Giving Tuesday funds were used to purchase more hot spots, and a separate donation was received that purchased 10 Chromebooks.
 - Food for Thought will be digital again this year with a possibility of table hosts countrywide. Cocktails and appetizers will be June 9 and 10.
 - A memorial has been received and earmarked to enhance the patio garden off the Community Room.

- NICU book bags will be delivered soon.
- Some other donations were received through the holidays. Modrow is working with Stewart and Bratlie to purchase collection materials with those monies.
- c. PJ Smith, Yellowstone Genealogy Forum, said a map rack has been added to the Genealogy room for browsing, including topographical and other maps. She is currently contacting volunteers for future help and is looking forward to the room re-opening.

Board Discussion

- a. Masks in the library – Chairperson McSweyn reminded the Board they voted for a mandatory mask mandate in the library during the July board meeting. That mandate remains in effect until the Board votes to cancel it. Woltjer stated MCA 22-1-309 gives the Board the authority to pass the mandate. He added if the Board continues the mandate, he will send out a press release with the details. After discussion, the Board continued the mask requirement for all people in the library building.
- b. Meeting modality – McSweyn said the library board meetings went virtual in April 2020. Woltjer told the board City ELT discussed board meetings, and guidelines state that boards can meet in person as they choose starting in April 2021. There was discussion about whether hybrid meetings (in person and online) would be successful or troublesome. The option of using the Community Room to social distance, with no lunch offered, was discussed.
 - a. Motion and second to tentatively meet in person in April, to be determined for sure at the March meeting. All in favor.

Darby/Paulson

BPL Update

Hannah Stewart-Freeman, Circulation and Reference:

- Curbside continues to be very successful, with Take and Make kits being popular.
- Cleaning and sanitizing protocols continue.

Jamie Bratlie, Library and Facilities Coordinator

- The LED light bulb replacement continues.
- Extra cleaning protocols continue. Maintenance reports a smooth, re-opening transition.
- The Stompin' Grounds café is open. Cynthia reported that the first week saw more business than the previous re-opening.
- Outreach is currently operating in the same capacity. Nothing changed for them in Phase One of the re-opening plan.

Cody Allen, Information Systems Coordinator

- Seven computers are currently available for patron use with reservations required and a 30-minute limit per patron per day. Reference is sanitizing the computers between users, and Cody and Crystal are also cleaning twice a day.
- TP is cataloguing the new hotspots. They should be ready to go out by next Friday.

- The Senior Outreach Kindles are almost ready to go out. IPads are also currently being tested to be available to check out in-house.
- Lastly, Allen told the Board he will be leaving the library and moving home to Spokane at the end of the month. He said working for the library has been a thrill and an honor. The Board wished him well stating he has been a great asset and will be missed.

Gavin Woltjer, Director:

- Woltjer said the board vacancy will post soon.
- Chairperson McSweyn will be State certified soon.
- Riverstone Health expressed their appreciation to Woltjer and the library staff who have assisted them during the last year. They presented Woltjer and the library with a beautiful, glass award. When library staff arrived at Riverstone last summer, there were piles of backlogged papers on the floor. Those records are all now properly filed. Woltjer said it was humbling to hear the report of what library staff accomplished.
- The Daughters of the American Revolution awarded the Billings Public Library with a service award as well.
- The USS Billings Committee has visited the library to organize an honor wall / exhibit.
- City budget season is beginning.

Darby asked if an updated contact list will be provided to the Board. Woltjer said yes. He will request what information the Board would like shared with one another, and then an updated list will be sent to all board members.

The meeting adjourned at 12:59 p.m. The March meeting will continue via GoToMeet.