



Billings Public Library Board Meeting

July 8, 2021
12:00 p.m.

Board and City staff present:

Peggy McSweyn, Chair	David Darby, Vice Chair	Andrea Horrell
Roger Young	Sue Bach	Cheryle Fisher
Gavin Woltjer, Library Director	Hannah Stewart-Freeman, Assistant Director	Kelsie Rubich, Info. Systems Coordinator
Jamie Bratlie, Library & Facility Coordinator		

Not Present:

Lloyd Mickelson	Jennifer Smith	Trudi Paulson
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Guests:

Debbi Willis, Friends of the Library	Brenda Reiland, Library Circulation Services
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Public Comment

None

Chair's Comments

McSweyn said she had time on a really hot day to thoroughly look at all of the Library's website and compared it to a number of others, in Montana and out of. She is very proud of the Billings Public Library's site. It is as good as, and better than some of, the others she viewed, and it is very easy to use.

McSweyn said her daughter, who is a PACT counselor, mentioned to her how hard it has been on her clients to not be able to access the library during COVID and even now with the Library's restricted hours and limited visit time. This is not something McSweyn had thought heavily about, and she reminded the Board that they cannot forget how important a service the Billings Public Library serves to all its patrons.

Consent Agenda

a. Motion and second to approve the June 2021 minutes. Approved. Horrell/Darby

Challenged Material

Mommy Laid an Egg or Where Do Babies Come From, Babette Cole. Woltjer explained the process when a book in the library is challenged. Woltjer told the Board this is one of the Board's greatest areas of responsibility. He said he looked at other regional libraries – in state and out of state – to see how many have the same book and how they have it classified/catalogued. A large majority of the other libraries have the book listed in their children's section. Woltjer's suggestion to the Board is to keep the book in

children's as it is currently. Stewart-Freeman clarified that the challenged book is in the juvenile section, which is intended for ages 8+. The Board felt the request was made appropriately and well written. After lengthy discussion, Woltjer asked the Board to vote to honor or deny the request of moving the challenged book. The Board voted all in favor to deny the request.

Reports

Foundation, Cheryle Fisher for Leslie Modrow

- Foundation's fiscal year ended June 30 with an annual board meeting and year-end recap.
- New incoming officers, four new board members, and a new library board liaison. The new president will be Danell Jones with Barbara Sample as the immediate past president.
- In addition to the annual distribution of \$60,000, the Foundation donated \$20,000 toward the new book kiosk that will be installed this fall.
- Carol Hefenieder, long-time Foundation assistant retired recently. Kenzie Lombardi, Carol's replacement, will begin work on July 19. In addition to the administrative duties, Kenzie will handle all of the Foundation's marketing, communications, and special events.

Friends of the Library, Debbie Willis

- SummerFair was a great success, with the Friends receiving \$846 in donations.
- There will be a pop-up sale at the end of summer, and the big book sale will be in October.
- Sue Bach added thanks to the library staff for their help during the SummerFair event.

Genealogy Room, P.J. Smith

- No report

BPL Updates

Meet the Staff

Stewart-Freeman introduced Brenda Reiland, Circulation Library Services Specialist II, to the Board. Reiland explained to the board what the Circulation department does for the library, including customer service, checking in/out the majority of the materials that circulate through the library, placing the materials (books, dvds, cds, etc.) back on the shelves, etc. She said each person also has their own little niche as well. Reiland is also one of the book bike volunteers, which she enjoys very much.

Kelsie Rubich, Information Systems Coordinator:

- Over 11,000 items were catalogued this last fiscal year.
- Check outs and computer use are up.
- Summer Reading had 150 Under 5 year olds, 333 kids, 85 teens, and 98 adult participants.
- The Teen Tech Lab librarian partnered with Crooked Line Studios this summer for a book club in the park.

Jamie Bratlie, Library and Facilities Coordinator:

- The senior outreach librarian position will be posted next week and a new librarian hired soon.

Hannah Stewart-Freeman, Circulation and Reference:

- Summer Reading is going great. There will not be any programming in August to take a break to recharge and plan for upcoming programming.
- Stewart-Freeman's teams are fully staffed again. The vacant positions have been filled and staff that were out on maternity leave are back now as well.
- The summer exhibits in the library have been very well received. Stewart-Freeman would like to make the bee exhibit annual during bee pollinator week.
- Good attendance at Summerfair. The book bike will also be at the Strawberry Festival this coming Saturday.

Gavin Woltjer, Director:

- Lunch during the board meetings will resume in January when the meetings return to the Yellowstone Board Room.
- The City of Billings Boards and Committees Appreciation is in October. Board members will receive an email.
- Woltjer has a copy of the Foundation's brand book. He said the members can borrow it to view and then return it to him. He explained the City and the Library brand is overseen by the City Administrator.

Board Discussion

- a) Board 2021 Goals: McSweyn sent the Board some thoughts regarding Board goals. She also included some suggestions. There was discussion and thoughts about the goal process. McSweyn asked the Board to start thinking about goals and said discussion would be continued.
- b) McSweyn, Darby, and Fisher attended a MSL conference that was mainly about advocacy. They provided a handout of five key points from the seminar. Darby noted the Library Board is an advisory board, not a board of trustees. He asked the Board to read the key points to discuss in the future.

Good of the Order (Discussion Only)

McSweyn told the Board Darby agreed to lead a small committee of board members to work with staff on the Strategic Plan. Woltjer explained the steps, process and history of writing the Strategic Plan. McSweyn asked the members to let her know if they are interested in being on the initial smaller committee for the Plan.

The meeting adjourned at 1:15 p.m. The August meeting will be held in the Library Community Room.