



## Billings Public Library Board Meeting

September 9, 2021

12:00 p.m.

### Board and City staff present:

Peggy McSweyn, Chair	David Darby, Vice Chair	Trudi Paulson
Roger Young	Sue Bach	Cheryle Fisher
Lloyd Mickelson, via Zoom	Jennifer Smith	
Gavin Woltjer, Library Director	Hannah Stewart-Freeman, Assistant Director	Kelsie Rubich, Info. Systems Coordinator
Jamie Bratlie, Library & Facility Coordinator		

### Not Present:

Andrea Horrell

### Guests:

Kenzie Lombardi, Library  
Foundation

### Public Comment

None

### Chair's Comments

McSweyn congratulated David Darby on earning his CE certification through Aspen. McSweyn also reminded the Board to RSVP if they plan on attending the volunteer appreciation dinner.

### Consent Agenda

a. Motion and second to approve the August 2021 minutes. Approved. Paulson/Darby

### Reports

Foundation, Kenzie Lombardi

- The Foundation will be sending out an email invite to their celebration in October for making the final payment to the City of the Foundation's \$5 million pledge on the new library building.
- Lombardi updated the Board on the Foundation's year end projects.
- The Crow Language Consortium has donated books written in the Crow language to the Children's collection. Smith noted that Dr. Jason Cummins, with the Consortium, has agreed to come to the library and read from the books in the Crow language. She said she could probably arrange for some students to come to the library during his reading as well. More information to come.

Friends of the Library, Sue Bach

- There will be a sale this Saturday in the entryway outside the Community Room from 9 am to 3 pm. A preview for the sale will be held Friday before the Friday Night Fun program.
- The Big Book Sale is planned for October 7 – 9, with the 7<sup>th</sup> being a preview for members. Bach expects the sale will go on, but this could be changed depending on the status of COVID at the time.

Genealogy Room, Gavin Woltjer for P.J. Smith

- There were 12 visitors in August.
- The Forum expects to start some classes in October.

## **BPL Updates**

- a) Meet the Staff: Woltjer asked the Board to table this item due to time constraints following items would create.
- b) Management Updates:

Kelsie Rubich, Information Systems Coordinator:

- Circulation and door numbers remain steady.
- The Teen librarian and Info. Systems librarian are teaming up for a new project – Teen Techies. Teens will learn about coding. Sign-ups just began and there are nine teens already signed up!
- The book bike will be out through the month. Two new locations have been added and another staff member has joined the team.

Hannah Stewart-Freeman, Assistant Library Director:

- Library hours now include nights and Saturdays. So far the evenings have been slow, but Stewart expects this will pick up soon.
- Curbside is now suspended with the expanded hours.
- Story times have started again. The turnout has been very good.

Jamie Bratlie, Library and Facility Coordinator:

- The new furniture should begin to arrive in October or early November.
- Senior Outreach has a new librarian. Jennifer Kruger, one the library's current reference librarians, has accepted the position. She has been with the library for 14 years. She is very excited to refresh her skills and learn new ones in the Senior Outreach position.

Gavin Woltjer, Director:

- Woltjer sent around an example of the sign-up sheet for the Board that will be used for shadowing in the library departments.
- Woltjer, St. Vincent's representatives, and Rubich met about the book kiosks. St. Vincent's has said they would like book kiosks at all of their locations.

- Woltjer handed out information regarding a couple provisional policies he asked the Board to vote into immediate implementation. He said it will allow some data to build until this spring when the policies will go before the Board for permanent addition. After discussion, motions were made, voted on, and approved to implement the policies effective immediately.

Young/Darby

Smith/Fisher

- Following up on emails circulating this week, Woltjer explained to the Board that mask language has intentionally been left out of library press releases at the recommendation of City Legal. He has been advised that with HB702, if the library advertises masks are recommended it could be open for litigation. Darby stated his disagreement and that the CDC guidelines – if social distancing may not be able to be maintained, masks are advised – should be advertised as well.

## **Board Discussion**

- a) Board Retreat: McSweyn said she has sent out a number of emails regarding the upcoming retreat and has included a proposed agenda and a questionnaire she would like the Board's feedback on. During the discussion a couple board members stated their approval of the Texas handbook. Young stated he thought it would provide a good discussion track for the retreat.

Motion and amendment for the Board retreat to be held on Saturday, October 16, 9 am to 4 pm in the Yellowstone Board Room. All in favor. Motion approved.

Paulson/Darby

McSweyn noted the retreat will serve as the October meeting. Woltjer said the library will provide lunch for the retreat.

## **Good of the Order (Discussion Only)**

Darby asked if the Board could have a draft version of the agenda before the meetings, so if they have suggestions or an idea, it might be added to the agenda. McSweyn said she will send the draft agenda to the Board in the future.

The meeting adjourned at 1:15 p.m.