



Billings Public Library Board Meeting

November 4, 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	Andrea Horrell
Hannah Stewart-Freeman, Assistant Director	Jamie Bratlie, Library & Facility Coordinator	Kelsie Rubich, Info. Systems Coordinator

Not Present:

Gavin Woltjer, Library Director

Guests:

Leslie Modrow, Library Foundation	P.J. Smith, Genealogy Forum
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Public Comment

None

Chair's Comments

McSweyn congratulated teen librarian Vanessa Justice for receiving the MLA Cates scholarship. McSweyn also noted that Sue Bach has served the library board for eight years, so she will be stepping down in 2022.

Consent Agenda

a. Motion and second to approve the September 2021 minutes. Approved. Fisher/Darby

Reports

Foundation, Leslie Modrow

- Modrow said the Foundation finished up their retreat. Their strategic plan is their current focus. She expects to share it with the Board in January.
- This upcoming Tuesday will be the first Books and Brews at Thirsty Street. Thirsty Street will donate a portion of their proceeds from the event to the Foundation. Modrow gave a big thanks to the Friends for the books they donated for this event.
- Giving Tuesday is on November 30 this year. The Foundation is hoping to raise \$7,000 to fund additional hot spots this year.

Friends of the Library, Sue Bach

- Bach said the sale was a success. There were a lot of people that came.
- There will be a Christmas pop-up sale on December 11.
- The Friends are donating a display table to the Library. It was purchased to display collectible items that the Friends have for sale. However, it won't work for the purpose.

Genealogy Room, P.J. Smith

- There were 7 visitors in October. The room is fully staffed Monday through Thursday, 1:00 – 3:00 pm.
- October was Family History Month.

BPL Updates

- a) Meet the Staff: Vanessa Justice, Teen Tech Librarian: Rubich introduced Justice to the Board. She told them about the MLA Cates scholarship Justice recently was awarded. She also started a Teen Supply Station in the Tech Lab that has been a huge success. Recently there was a donation sent specifically for the supply station. Rubich turned the floor over to Justice. Justice said she came to the library as an Americorp VISTA. She is originally from Florida. Justice said the video games are the most popular with the kids. 3-D printing is also very popular. Justice said the Tech Lab is not just a fun space; the kids learn as well! She thanked the Friends for generously letting her pick through their sale for YA books for her Teen Book Boxes. The Board asked Justice if she could use donations for the lab. She said always, so McSweyn asked her to provide Rubich with a list of items she could use.
- b) Management Updates:

Kelsie Rubich, Information Systems Coordinator:

- There were 375 teens in activities during October.
- Vanessa Justice and Crystal Major just completed their Teen Techies – Girls Who Code program.
- Major has also set up the Tech Café, which is drop-in tech tutoring on Tuesday at 10:00 am in the computer lab. There has been a steady turn out.
- Staff donated candy and took the book bike to the downtown trick or treat event. Many of the people recognized the bike!
- The book lockers are being installed. Permaletter will come take the final measurements for the wrap tomorrow.

Hannah Stewart-Freeman, Assistant Library Director:

- The Library has a barrel out for the November food drive. It is currently going great.
- Staff decorated the Moss Mansion tree by making ornaments this year. The theme is Folklore and Fairytales, so the Library decorated a Very Grimm Christmas tree.
- There are a number of authors booked to come to the library in November and December, including Ken Robison, Susan Henderson, Melody Dobson, Jody Lamp, and Seth Kanter.
- The Big Sky Chorus will be at the library on December 11.

Jamie Bratlie, Library and Facility Coordinator:

- Currently waiting on the first shipment of the new furniture.

Board Discussion

- a) Board Handbook: The Board discussed at length the set-up of their new member handbook that they worked on during their retreat in October. They discussed what the tab sections and content would be. Paulson questioned who would be responsible for keeping the handbook up to date. McSweyn suggested the Vice Chair and stated when the officer vote occurs in January maybe that could be voted on as well. McSweyn reminded the Board there will not be a December meeting.
- b) Darby, Paulson, Horrell, and Smith will meet with Woltjer to discuss how to go forward on the Strategic Plan.

Good of the Order (Discussion Only)

None

The meeting adjourned at 1:10 p.m.