



## BILLINGS PUBLIC LIBRARY BOARD MEETING

October 13, 2022  
12:00 p.m.

### Board and City Staff present:

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

### Absent:

Trudi Paulson

### Guests:

Taylor Arnold, Circulation

### Public Comment

None

### Chair's Comments

Chairman Darby mentioned a webinar the Lewis and Clark Library showed that was promoted by the League of Women Voters. He said it was a fantastic webinar on privacy in the Montana Constitution as a legal reading of the Constitution.

Darby wished AD Stewart good luck (in her future endeavors) as this was her last library board meeting.

### Consent Agenda

a. Motion and second to approve the September 2022 minutes. All in favor. Horrell/Samuelson

### Future Retreat

Darby reminded the Board previous discussion left off with the possibility of no retreat this year and instead to begin planning for next year's retreat. The Board discussed having a fall retreat, feeling fall provides better opportunity to focus. Motion and second to plan a fall 2023 retreat. All in favor.

Smith/McSweyn

### 2023 Board Goals

The Board discussed needing to add to or rather update their current goals. Horrell stated her copy is updated for what the Board has completed to date. It was decided the main goals do not need to be updated, but the action items under the goals could and will be updated as the Board determines necessary. No action was taken and the Board agreed to add goals to future agendas when updating is needed.

## Nomination of Board Officers

The Board discussed the nominating committee for the new officers. Woltjer and McSweyn read the bylaws, which noted a committee to present nominations in November, discussion and voting in January, and the new officers to take their role in February. Darby said he has met with McSweyn and Horrell. If the Board agrees, they will make nominations in November. The Board agreed.

## BPL/Mgmt Updates

- a. Meet the Staff: Taylor Arnold, Circulation LSSII. Woltjer introduced Arnold to the Board, saying he has been with the library for 6 months. Arnold told the Board he came to the library from Virginia, where he was attending school. He received his under grad degree in Wyoming. Arnold told the Board that along with his Circulation duties, he volunteered for the Bike Library this past summer. He is a skateboarder, so Rubich recommended he take the bike to the skateboard park. He said it was a great experience and he was able to connect with people that do not normally come to the library. He said there was a lot of interest in what the library offers. Arnold also started an adult hygiene kit, like what the Tech Lab offers teens. Smith offered to help collect supplies for the hygiene kits if needed. The Board agreed. After inquiry, Arnold told them cash or items donations would be accepted and could be left at the Circulation desk. McSweyn said to let the Board know when donations are needed. Members could also bring donations to the board meetings.
- b. Hannah Stewart-Freeman, Assistant Director: Stewart said her last day with the BPL is tomorrow. She thanked the Board for their support and encouragement. McSweyn presented her with a card and gift from the Board and said there is cake for everyone.

Kelsie Rubich, Information Systems Coordinator: Rubich said there were 672 new cards issued in September, which is national sign up month. Five Kindles and a children's tablet were given out through a drawing from the new card holders. The installation of the new self-checkouts is slated for the end of the week. Rubich thanked Young for being a wonderful ambassador to a patron asking questions about the self-checks in the elevator (he was wearing his name badge). The Holocaust exhibit, which was awarded to the BPL two years ago, will be here in November. Woltjer told the Board that Gonzaga offered three programs when they sponsored the Holocaust exhibit. Rubich and her team have scheduled eight programs, including a survivor, while the exhibit is at the BPL!

Jamie Bratlie, Library and Facility Coordinator: Bratlie told the Board there are a few small projects happening around the library. The oculus repair is complete and the mirror pond repair will occur soon.

Gavin Woltjer, Director: Woltjer told the Board the Library's fine art collection will be photographed on Sunday. BPL Archivist Joe Lanning is presenting a program for the public regarding how some of the BPL's collection came to the library. The event is October 21.

Woltjer told the Board he has been contacted by Montana's first lady. She wants to underwrite Dolly Parton's Imagination Library at the BPL. More information forthcoming.

Woltjer reminded the Board about the volunteer appreciation dinner on October 23. He said to RSVP by the 19<sup>th</sup>.

c. Foundation, FOL, YGF

Library Foundation, Woltjer read the update from Modrow:

- The Royal Johnson Forum was a success. Both the luncheon and the evening panel discussion were recorded. If there is interest in viewing these, contact Leslie Modrow or Kenzie Lombardi.
- The annual Foundation Board retreat will be held next week, focusing on strategic planning and fundraising exercises.
- Information to come on the next Books and Brews at the end of October or early November.
- Giving Tuesday is November 29.

Friends of the Library: Young said the Friends annual book sale starts tonight for members only and then open to all on Friday and Saturday. He urged the board members if they are not already a member of the Friends to become one. Young also said the Book Nook is back open.

Genealogy, PJ Smith report via email: The Genealogy room had 13 visitors in September. The Forum has found a new monthly meeting place at the LDS church near Will James Middle School. They will continue to meet the fourth Tuesday of the month at 7 pm.

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

Earlier in the meeting, Horrell told the Board she is considering resigning. Life and work are making it difficult for added items in her schedule. She appreciates the experience gained by serving on the board, and she will let the Board know her plans soon.

McSweyn inquired about the status of a new board member. Woltjer said the notice is out, but he hasn't heard anything more.

Darby warned the Board if they receive an AOL request from "him." It is a phishing email and not sent by him.

**Adjournment**

12:50 pm