



BILLINGS PUBLIC LIBRARY BOARD MEETING

January 12, 2023
12:00 p.m.

Board and City Staff present:

Peggy McSweyn	Staci Samuelson	Lawrence Klee
Cheryle Fisher	Jennifer Smith	Susan Plath
Gavin Woltjer, Library Director	Kelsie Rubich, Assistant Director	Jamie Bratlie, Library & Facility Coordinator
Megan Thomas, Information Systems Coordinator		

Absent:

David Darby	Roger Young	Trudi Paulson
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Guests:

Jaclynn Reaves, Patron Services Manager	Claire Young, Friends of the Library	Kenzie Lombardi, Library Foundation
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Public Comment

None

Chair's Comments

McSweyn stepped in as Chair in Darby's absence. She read Darby's final Chair comments, including a welcome to the new members. Darby thanked McSweyn, Horrell, and Staff for their assistance over the past year.

Consent Agenda

- a. Motion and second to approve the November 2022 minutes. All in favor. Samuelson/Fisher

New Board Member Introductions

McSweyn welcomed Klee and Plath and asked them to say something about themselves. They both gave a brief monologue ending with why they applied for the Library Board. The Board welcomed them. Both new members have toured the library within the last week and received their binders from Director Woltjer. McSweyn explained the history and purpose of the binders to Klee and Plath.

Nomination and Election of Board Officers

McSweyn noted the two nominations from the November meeting are Smith for Chairperson and Samuelson for Vice Chair. The Board voted all in favor for both nominations. The new officers will take their positions beginning in February.

BPL/Mgmt Updates

- a. Meet the Staff: Woltjer introduced Megan Thomas as the new Information Systems Coordinator, coming to the BPL from 14 years at MSUB. Thomas told the Board a little about herself. Next, Woltjer introduced Jaclynn Reaves, coming from BPL Circulation, as the new

Patron Services Manager. The Patron Services Manager is a new position at the library, so Woltjer explained what Reaves position will look like. Reaves told the Board about herself also, including that she has been with the library in Circulation since July 2021. The Board welcomed them both.

- b. Gavin Woltjer, Director: Woltjer said the proposed 2023-2024 policy updates have been coming in via email. He will present them to the Board at the February meeting and the Board will vote on them in March. Woltjer will then send them for Legal's review and approval for implementation on July 1, 2023.

Woltjer said Board shadowing would resume in March. He will bring the schedule to the February meeting. Further, the webinars for CE credits will continue at 11:00 am before each Board meeting, or board members can also access them through the link in the email Woltjer sends out. McSweyn inquired about entering the webinars she has viewed for CE credits. Woltjer said he has not sent that information, as he has not been able to log in yet either. He will let the Board know when he has information.

The Montana Kid Lit Festival, now known as the Rocky Mountain Kid Lit Festival, is coming in May. Woltjer will update the Board when the details are finalized.

Woltjer said he just learned that First Lady Gianforte's foundation will underwrite Dolly Parton's Imagination Library in its entirety at the BPL. More information forthcoming when Woltjer knows more.

Kelsie Rubich, Assistant Library Director:

- Molly Ouellette, Children's LSSIV, was promoted to fill the Teen Tech Lab librarian position that was vacated. One of the two vacancies in Children's has been filled and the second position will post this week.
- Height's Book Locker update: the wrap is installed, the hope is to launch the last week of January, and the ribbon cutting is currently slated for February.
- Community Cabinet: KTVQ2 highlighted the cabinet in a great story. Taylor Arnold, Circulation, saw the need as a bike volunteer last summer and brought the idea back to the main library. Donations are welcome.

Jamie Bratlie, Library and Facility Coordinator: Bratlie is currently working with a contractor to create an access door to the lobby book drop. Books sometimes get stuck right inside the drop. Staff then has to shut down the conveyor and crawl all the way down to clear the book jam. A hatch/door would create access right at the problem location.

- c. Foundation, FOL, YGF

Library Foundation, Kenzie Lombardi:

- Giving Tuesday met the goal to continue sponsoring the hotspots for another year.
- The next Books and Brews event is January 30, 5:30 pm, at Thirsty Street. One dollar of every beer sold goes to the Foundation, and books left over at the end of the night are donated to the Friends.
- Food for Thought is scheduled on June 8, 2023, this year. Topic selection process has begun. If anyone on the board has an idea, let Leslie and Kenzie know.

Friends of the Library: Young said the Friends had a very good year in donations and proceeds. The Friends annual retreat will be tomorrow.

Genealogy, PJ Smith report via email: The Genealogy room had 7 visitors in December.

Future Agenda Items for 2023

McSweyn asked the Board if they have any ideas or thoughts they would like to discuss in the upcoming year. She said ideas could be emailed to Smith and Samuelson too. Woltjer suggested the Board add planning discussion for their fall retreat. He also said if there are thoughts or ideas don't wait until the next meeting to voice them. Email them and they can be added to the next agenda if warranted. Fisher stated she would like to see a review of the library's numbers, like the stats Rubich used to bring to the Board. Smith mentioned it would be helpful for the new members to include a review of programs and such that the library offers. There was discussion about how going fine free has affected the library and returns. Some members have personally experienced frustration, feeling that people don't feel like they have to return items on time now, so items on hold stay on hold too long.

Good of the Order (Discussion Only)

McSweyn recommended watching the webinars Woltjer provides for CE credits. The credits count toward certification, which ties to the Board's goals. Woltjer again said he will give information on how to log in and input the viewed webinars when he has the information.

McSweyn stated she did not know until recently that Worden has a library and that they get books from the BPL. Woltjer explained the partnership the BPL has with the Sunnyside Library.

Smith told the Board that she might be late to meetings due to her schedule at Gainan's. Woltjer noted the bylaws allow Samuelson to step in and start the meetings for her.

Klee asked if the BPL has any links to the Medical Library. Woltjer said there is not an intentional partnership, but establishing a partnership is being explored.

Adjournment

12:55 pm