



## BILLINGS PUBLIC LIBRARY BOARD MEETING

October 12, 2023  
12:00 p.m.

### Board and City Staff present:

Staci Samuelson, Vice Chair  
Roger Young  
Trudi Paulson

Lawrence Klee  
Peggy McSweyn  
Kelsie Rubich,  
Assistant Library Director  
Jaclynn Reaves,  
Patron Services Manager

Susan Plath  
David Darby  
Jamie Bratlie,  
Library & Facility Coordinator

Megan Thomas,  
Information Systems Coord.

### Absent:

Jennifer Smith, Chair

### Guests:

Debbie Wilis,  
Friends of the Library

Cody Rose, Billings Library  
Foundation

Jan Ophus, Public Guest

### Public Comment

None

### Chair's Comments

Samuelson welcomed the Board and the guest to Library Board meeting.

### Consent Agenda

- a. Motion and second to approve the September 2023 minutes. All in favor. McSweyn/Darby

### BPL/Mgmt Updates

- a. Megan Thomas, Information Systems Coordinator: Thomas said Locker #3, located in Lockwood, is progressing. The concrete pad is poured and the locker is slated for delivery on October 29. There will be a meeting next week regarding Locker #4. Thomas said there have been over 2,100 checkouts to the Height's locker so far. Thomas also told the Board the tax rebate classes were successful with many positive comments.

Jaclynn Reaves, Patron Services Manager: Reaves told the Board circulation employee Beyl has filled the LSSIV position. She will take care of the book lockers, as well as continue with some circulation duties too. The vacant LSSII position post closes October 20. Paulson inquired about the library volunteers, asking if the number of volunteers is increasing. Reaves told her the volunteers are holding steady. She said she is trying to promote language volunteers currently. The first sign language group will start in November. Paulson inquired about the volunteer process. Reaves said there is a questionnaire, a background check, and then an interview process to better determine the applicant's skills and interests. There is not a minimum number of hours a volunteer must work.

Jamie Bratlie, Library and Facility Coordinator:

- The north doors are installed and the repair is almost complete. Entryway carpet will be replaced in both doors to keep it consistent.
- The scrim work will most likely begin at the end of October or beginning of November. A press release was sent out in early October and another will go out when we have a construction timeline.
- Jack Burrows came in as the new Facilities I person on October 2<sup>nd</sup>. Bratlie said he will come meet the Board at an upcoming meeting.

Kelsie Rubich, Assistant Director: Rubich said Library Con was a success with over 1,000 people attending. The Eisner Award reception was held at the same time. The Library hosted the Urban Sketchers and over 20 artists for the October Art Walk last Friday. More than 250 people came to the library for the program. The bike library will attend Harvest Fest and will also be decorated and on display for downtown trick or treating. Rubich told the Board there will be a blood drive at the library on October 24 at 11 am, the coat drive will continue all month, and candy donations for trick or treating are welcome.

Rubich for Gavin Woltjer, Director:

- Woltjer is currently in conversation with a school district for the placement for Locker #5. This location will better serve residents south of the interstate. More information to come.
- The volunteer dinner RSVP deadline is October 18.
- Woltjer is looking for one Board volunteer for the 10-year anniversary planning committee. Please email him if interested.

- b. Library Foundation, Cody Rose: Rose attended a Foundation retreat in Bozeman last week where he was able to meet other Foundation members. Rose said the Foundation will have a donor reception on Monday in the Community Room for Leslie's retirement and to meet him.

Friends of the Library, Debbie Willis: Willis said the Friends' annual big sale is next week. Thursday evening is a preview for members only. Friday and Saturday the sale will be open to the public. Paulson asked if a person can sign up as a Friends member on Thursday. Willis said yes.

Genealogy, PJ Smith via email: There were 15 patrons who used the Genealogy Room in September. The Forum is discussing holding genealogy classes on Saturdays. They are considering Jan. 20 through Feb. 20 in the Library Computer Lab.

### November Retreat update

Samuelson said the Board retreat will be Saturday, November 4, 8:30 am – 1:00 pm. She asked the Board to look over the proposed agenda. McSweyn stated the agenda has good topics for discussion. Samuelson agreed and added it might be a good time to have a banned book discussion regarding what's happening around the country and to be supportive of the BPL. She asked for the Board's thoughts. McSweyn clarified that the Library Board does not make the decision regarding banned books and board members must remain unbiased. Paulson proposed having some the books that are in question at the retreat. Main points from the back and forth discussion were: the Board does not make decisions regarding banning books, the Library Director does; however, the Director provides every challenge to the Board prior to Board discussion; a few of the members have researched books in

question through the BPL and online and have also checked whether the BPL has the books in its collection.

Motion and second to approve the retreat agenda as written. All in favor.

Klee/Darby

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

Darby inquired what the plan is for the USS Billings model. Rubich said the long-term plan is to display it in the Stillwater Building.

Samuelson recommended the volunteer appreciation dinner to all the board members. She said she attended last year. It was very interesting hearing about all the different boards.

Adjournment: 12:47 pm. Next meeting: Board retreat 11/4/2023