



## BILLINGS PUBLIC LIBRARY BOARD MEETING

February 8, 2024  
12:00 p.m.

### Board and City Staff present:

|  |  |   |
|--|--|---|
| Susan Plath, Chair                           | Trudi Paulson                                    | Jennifer Smith                              |
| Lawrence Klee, Vice Chair                    | Kathy Houska                                     | David Darby                                 |
| Peggy McSweyn                                | Staci Samuelson                                  |   |
| Kelsie Rubich,<br>Assistant Library Director | Gavin Woltjer, Library Director                  | Megan Thomas,<br>Information Systems Coord. |
| Jaclynn Reaves,<br>Patron Services Manager   | Jamie Bratlie,<br>Library & Facility Coordinator |   |

### Absent:

Roger Young

### Guests:

Clare Young, FOL                      Cody Rose, Billings Library Foundation

### Public Comment

None

### Chair's Comments

Plath said the 10-year anniversary events were amazing. She would like Staff to know they did a great job.

### Consent Agenda

- a. Motion and second to approve the January 2024 minutes. All in favor.                      Smith/Paulson

### 10-Year Anniversary Report

Rubich noted Woltjer's email and thanked the Board for their support going into the Library's 10-year anniversary. She said every event was a success with combined attendance over 300 people. There was great media coverage, and the library staff have heard many positive comments. Rubich said Thomas put together some awesome statistics for the opening reception. For example, in the building's 10 years, it has seen more than 3 million visitors. That is more than the population of Chicago! Plath commented on the Friday Family Dance Party. She said she loved it and it was obvious so did everyone in attendance. Plath thanked the Foundation and Cody Rose for his fabulous contribution to the anniversary events.

### Tech Lab

Rubich told the Board the Tech Lab is currently being painted. She thanked the Friends of Library, as she told the Board that the Friends have approved a grant for almost \$15,000 towards new, better functioning furniture for the lab. The new style tables and chairs will make the lab more versatile and, therefore, ready to offer more opportunities and programs. Answering questions, Rubich said the re-

opening date is undetermined right now, and that the lab will still be for teens, but may be expanded as well to broaden access for all ages. The Teen Corner is being considered for better utilization as well.

### **BPL Updates**

- a. Megan Thomas, Info. Systems Coordinator: Thomas told the Board her team is currently finishing the install of two new servers, working with an electrician to install new outlets for the sorter replacement, and talking with the Children's Clinic regarding Book Locker #5.

Jamie Bratlie, Library and Facility Coordinator: Bratlie told the Board the north doors are repaired and open for use. The broken sprinkler has also been repaired and the fire suppression system is restored. TP staff are in the process of replacing the damaged materials items. The drive-up book drop is currently being repaired and will be complete today or tomorrow. Lastly, the scrim project will re-start early this spring.

Jaclynn Reaves, Patron Services Manager: Reaves sent a picture around for the Board to see the newly remodeled space for the Book Locker staff. She said the set-up is working great for Staff. Also, she is currently prepping for the annual volunteer breakfast in April. The Breakfast has been on hiatus since 2020.

Kelsie Rubich, Assistant Director: Rubich told the Board that Woltjer and she have recertified their accreditation through the MSL. She said Reaves has recently complete hers as well. Rubich thanked the Friends for their commitment to the BPL Welcome Bags for new library card applicants. A free tote bag is given to new card holders that contains a couple swag items, as well as a library brochure and Friends information. Kids also get to pick a prize in the Children's department when they receive their new card and bag. Rubich covered a few of the upcoming programs with Board also.

Cody Rose, Foundation: Rose said Food for Thought planning is starting – topics, sponsorships, etc. He also said the Foundation is currently looking for a bookkeeper.

Clare Young, Friends of the Library: Plath thanked the Friends for their donation for the Welcome Bags. Young said thank you, they are happy to do so. Young said the Valentine's Pop Up sale will be this Saturday from 9:00 am – 2:00 pm in the café. Darby inquired about the Friend's membership to which Young stated it is currently around 170, the highest it has been. Young stated marketing has been a focus the last couple years, and it has been working.

PJ Smith, YGF, via email: Smith's email said the series of genealogy classes have been great. About 15 patrons have attended each class, including 4 walk-ins. There is also a waiting list of a dozen more interested in taking the class. Smith expects to offer the classes again in the spring.

### **Good of the Order**

Smith asked if the next One Book Billings is available in March and if it has been posted yet. Rubich said yes, it is available now. McSweyn noted there are still open slots in her group if Smith hasn't signed up yet.

Plath note three board members attend the AI professional development training. She said there was a great discussion and encouraged the other board members to view it if they are able.

Rubich told the Board there is cake to honor the outgoing Board officers. Enjoy!

**Adjournment:** 12:40 pm. Next meeting: 3/14/2024.