



BILLINGS PUBLIC LIBRARY BOARD MEETING

October 10, 2024
12:00 p.m.

Board and City Staff present:

Lawrence Klee, Vice Chair	Roger Young	Staci Samuelson
Peggy McSweyn	Kathy Houska	David Darby
Trudi Paulson		
Gavin Woltjer, Library Director	Kelsie Rubich, Assistant Library Director	Megan Thomas, Information Systems Coord.
Jamie Bratlie, Library & Facility Coordinator		

Absent:

Susan Plath, Chair	Jennifer Smith	Jaclynn Reaves, Patron Services Manager
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Guests:

Clare Young, FOL	Jeannie Tracy, Foundation
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Public Comment

None

Chair's Comments

Klee listed the upcoming October events at the library: 10/19 Co+Lab open house, 10/17 Volunteer Appreciation Dinner, and 10/15 Food for Thought. He reminded the board members to RSVP for the appreciation dinner and asked how attendees know what table they are assigned to for Food for Thought. Tracy told him they find out when they check in the evening of the event.

Consent Agenda

- Motion and second to approve the August and September 2024 minutes. All in favor.
Paulson/McSweyn

BPL Strategic Planning

Woltjer reminded the Board that last month he asked for three volunteers to sit on the Strategic Plan Committee. Plath and McSweyn volunteered, and Samuelson asked for more information and some time to check her availability. Motion and second to approve acceptance of Plath and McSweyn for the Committee. All in favor.
Darby/Paulson

Woltjer noted the final committee member will be voted on at the November meeting.

BPL Updates

- BPL Management Updates

Gavin Woltjer, Library Director: Woltjer handed out updated sheets for the Board binders. Woltjer told the Board about the USS Billings event that will be held at the library on October 30 and said he will send them an email reminder.

Kelsie Rubich, Assistant Director: Rubich said the Co+Lab grand opening and ribbon cutting is October 12. She invited the Board to come to the event. Rubich and Thomas played the informational video they created to highlight the Co+Lab.

Rubich also let the Board know that Reaves is currently training one new staff member, has another new employee starting next week, and still has one more position open to be filled soon.

Megan Thomas, Info. Systems Coordinator: Thomas said her main focus recently has been training the new Co+Lab and Teen librarians. She also said the new systems librarian started this week. Tracy asked if there is anything comparable to the Co+Lab anywhere else in the community. Rubich said some schools have some similar equipment, but nowhere that offers all that the Co+Lab does. There was discussion about staffing in the Lab and open hours. Rubich said Staff will be in the Lab when the equipment is reserved and there will be some open hours.

Woltjer thanked Rubich, Thomas and the library team for the great job creating and putting the Co+Lab together. He thanked the Foundation and Friends of the Library for believing in the vision and donating to the project. Woltjer also noted he thinks the Co+Lab needs to be included in the Strategic Plan.

Jamie Bratlie, Library and Facility Coordinator: Bratlie explained the contractor work in front of the library is to repair the decomposed granite path.

- b. Friends of the Library: Clare Young shared that the FOL's pop-up and collectibles sales were so successful that the Friends were able to give another \$5,000 to the library. She said next weekend is the big fall sale. Thursday evening is for members only, and Friday and Saturday are open to all.

Foundation: Tracy said Food for Thought is ready and scheduled for October 15. She was hoping to showcase the new office during Food for Thought, but the office is not ready. Instead, Tracy will set up some open houses when the room is complete.

Tracy told the Board that she is partnering with Woltjer to launch a new monthly event – Lunch at the Library. Each lunch will be focused on a specific industry and theme. The first one is scheduled tomorrow, and each lunch will also include a tour of the library with Woltjer.

Houska asked if the Genealogy Forum has found a new location yet. Woltjer told her they have set up in the Parks and Recreation Senior Center.

Good of the Order

Darby asked for a reminder about what was decided regarding a fall board retreat. Woltjer said the Board decided in lieu of a fall retreat the Board would be offered tickets to Food for Thought.

There was discussion regarding the current status of the Foundation and if Tracy will be hired permanently or what the transition will look like. Tracy noted she has agreed to remain as interim until

the beginning of the year and that the Foundation has hired a part-time assistant, Jen, who is great. She said the rest is still up in the air.

Adjournment: 12:50 pm. Next meeting: 11/14/2024.

McSweyn/Darby