



## BILLINGS PUBLIC LIBRARY BOARD MEETING

February 13, 2025  
12:00 p.m.

### Board and City Staff present:

Lawrence Klee, Chair	David Darby, Vice Chair	Staci Samuelson
Peggy McSweyn	Kathy Houska	Susan Plath
Roger Young via Zoom	Jennifer Smith	
Gavin Woltjer, Library Director	Jamie Bratlie, Library & Facility Coordinator	Megan Thomas, Information Systems Coord.
Jaclynn Reaves, Patron Services Manager		

### Absent:

Trudi Paulson	Kelsie Rubich, Assistant Library Director
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### Guests:

Clare Young, FOL	Jeannie Tracy, Foundation
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### Public Comment

None

### Chair's Comments

Klee called the meeting to order and noted this is his first meeting as Chair.

### Consent Agenda

- a. Motion and second to approve the January 2025 minutes. All in favor. McSweyn/Smith

### FY26 Library Policies update

Woltjer told the Board there are only a few policy items to review this year. He will highlight the changes in the policies document and send the document to the Board the last week of February to review. Woltjer said the updates are mostly language clean up and change over from the Tech Lab to the new Co+Lab. The approval request will be on the agenda for March. Following Board approval/denial, the policy document will then go to City Legal for review, in time to be effective July 1.

### BPL Strategic Planning

a. Woltjer stated you never really know the impact you have on someone's life. About a month ago, he received a call informing him that the BPL had been added into a Florida couple's trust. The Lawton's are giving some unrestricted funds to the BPL. Woltjer does not have information on the amount yet.

b. Woltjer reminded the Board they agreed to extend the current strategic plan for one year. He will look at the Strategic Plan on a bigger scale to include a 5-year growth plan. He is researching and looking at other library models. He anticipates to connect with the Board committee in April or May to begin discussing the Library Strategic Plan.

## BPL Updates

### a. BPL Management Updates

Megan Thomas, Info. Systems Coordinator: Thomas said the Co+Lab has some new kits coming soon, as well as a software program that creates a “passport” to track patron certifications and activities tied to the Co+Lab. Thomas also noted planning is in progress for a virtual reality program in April.

Jamie Bratlie, Library and Facility Coordinator: Bratlie updated that the Facilities I position has been filled. Also, the FY26 budget process has begun, so she is working on that including FY25 year end.

Kelsie Rubich, Assistant Director: Woltjer confirmed the Board saw the Co+Lab stats that Rubich sent out. He noted he also provided the statistics to City Administration and Council. He has received many compliments and excellent reviews from Councilmembers who have visited and looked into the Co+Lab.

Jaclynn Reaves, Patron Services Manager: Reaves said the LSSII position was filled and the new person began working this week. She fits right in and is awesome. Also, Reaves said the Volunteer Appreciation Breakfast 2025 planning has begun.

Gavin Woltjer, Library Director: Woltjer thanked Plath for the last year of her leadership as the Board Chairperson and invited the Board to have some cake in appreciation of Plath’s year. Plath thanked Woltjer and stated she enjoyed the experience as Chair.

### b. Friends of the Library: Clare Young said the pop-up sale last Saturday went very well. She noted a Collectibles sale will be held on Saturday, March 15. Smith and Klee inquired what “collectibles” are. Young explained older books, maps, comic books, memorabilia, etc. are considered collectibles.

Young said this Saturday, the Friends’ Book Nook will partner with the Stompin’ Grounds café for a Mug Crawl. Like a Pub Crawl, people instead go to different coffee places.

Foundation: Woltjer gave the Foundation update to the Board for Tracy.

- The Foundation Open House was a success! Thank you to the Board members who attended.
- There will be a book swap at Meadowlark Brewing on Monday, February 17.
- The Foundation board retreat /annual planning is scheduled on Tuesday, February 18.
- The Foundation is providing a “we love the library staff” breakfast tomorrow morning to all library staff.

## Good of the Order

Woltjer mentioned the discussion last month about adding topics to the agenda for discussion. He said Darby’s idea about how libraries should deal with misinformation including AI is a good topic. He saw an article that noted library collections could be up to 15% AI generated in the upcoming future.

Klee sent an email about exploring ways to learn a new language. Gavin noted at this meeting that currently the library offers a Spanish speaking group, Chinese storytime, and English as a second language group. The Board discussed other languages and the opportunity for volunteers leading groups.

Woltjer said he will add a monthly topic for discussion to the agenda. He said again that AI is great topic, but needs to be refined. Smith noted an overview of AI and what to expect going forward. McSweyn remembered a previous continuing education video on AI and said that would be good to show all the Board members.

Klee inquired about the CE programs and Co+Lab demos before the board meetings. He wasn't clear about which are occurring before each meeting. Woltjer said the CE videos will always be attached to an email and the Board can view them at their convenience. The Co+Lab demos will be available before the board meeting. Samuelson inquired if the Co+Lab certifications are available at another time as she is unable to commit two hours at one time.

Klee mentioned discussion with Woltjer regarding fly tying and that he is hoping that he may be able to lead a class in the fall at the library.

**Adjournment:** 12:50 pm. Next meeting: 3/13/2025.