



BILLINGS PUBLIC LIBRARY BOARD MEETING

June 12, 2025
12:00 p.m.

Board and City Staff present:

David Darby, Vice Chair
Staci Samuelson
Susan Plath
Kelsie Rubich,
Interim Library Director
Jaclynn Reaves, Patron Services
Manager

Peggy McSweyn
Kathy Houska
Trudi Paulson
Megan Thomas,
Information Systems Coord.

Jennifer Smith
Roger Young

Jamie Bratlie, Library & Facility
Coordinator

Absent:

Lawrence Klee, Chair

Guests:

Jeannie Tracy, Library Foundation
Carol Young

Public Comment

None

Chair's Comments

Vice Chairperson Darby expressed that during a difficult time for institutions, it is great that the community has this wonderful library that has so much support.

Consent Agenda

- a. Motion and second to approve the May 2025 minutes with a change to move Paulson as absent.
All in favor. Paulson/McSweyn

Co+Lab equipment presentation

Thomas presented a Pod Cast kit for the Board, including a quick demo she had created. She explained the kit is available for check out. Reaves added that she checked the kit out at Christmastime, and with her son, they created a podcast to send to their family for Christmas. The Board asked a few questions. Thomas responded that the kit is an inexpensive, beginner-level kit that people can use to post to many platforms, such as Spotify, for example.

FY26 Budget Presentation

Rubich told the Board, she presented the Library's budget to City Council on May 20 and will also present to the County Commission on June 23. She gave the same presentation to the Board at this meeting. Discussion included how the State Legislation affected the budget and the decrease in the Library's State Entitlement revenue, which have resulted in cuts to the library's first requested budget and the present request to spend a portion of reserves to balance the library's FY26 budget.

Motion and second to approve spending \$332,659 of reserves to balance the library's budget. All in favor. McSweyn/Paulson

BPL Updates

a. BPL Management Updates

Kelsie Rubich, Interim Director: Rubich congratulated Chair Klee for earning his Trustee Certification. She also told the Board that the State Librarian confirmed the full grant for IMLS funding will be awarded and voiced that this is great news.

Megan Thomas, Interim Assistant Director: Thomas had a few updates for the Board:

- May statistics were provided to the Board.
- The Community Room upgrade is complete.
- Summer Reading starts next week. There are programs for kids, teens, and adults. By the end of the first week for sign-ups, there were almost 1,000 people signed up.
- The BPL will have two seasonal temp employees – one in Children's and one in the Co+Lab.
- Thomas invited the Board to attend a locker storytime and ice cream social on June 20 at 10:30 at the Children's Clinic location. There will be a celebration of the BPL's Library of the Year award as well.

Jamie Bratlie, Library and Facility Coordinator: Bratlie told the Board she is wrapping up FY25 and prepping for the new fiscal year. Bratlie also mentioned that she and her facilities team attended a custodial seminar at Bruco yesterday. The seminar was very good. Her team was excited to attend as they don't have many training opportunities for their field.

Jaclynn Reaves, Patron Services Manager: Reaves told the Board that a non-profit business, Maximus, reserved the Community Room to offer a "resource fair" for the local community on May 31st. There were 25 – 30 representative groups from the social services field available during the event. The event was very successful, and Maximus hopes to make it an annual event.

Reaves also told the Board the Bike Library will be very active this summer. She gave the Board the handout highlighting the bike library programs and the community events it will be attending as well.

b. Friends of the Library: No report.

Foundation: Tracy updated the Foundation's items:

- It is fiscal year end for the Foundation as well. Tracy said there is one Foundation board member going out and 2 new board members coming in. There are two new members because there had been one vacant seat that hadn't been filled yet.
- The Foundation is considering how to align itself with the BPL's 5-year plan.
- A main focus for the Foundation is to be a fund-raising foundation. Tracy is currently working to create a view of what that looks like.

Good of the Order
None

Adjournment: 12:55 pm. Next meeting: 6/12/2025.