Billings Public Library Board Meeting

March 12, 2020
12:00 p.m.

Board and City staff present:

Cheryle Fisher, Chairperson
Roger Young
Gavin Woltjer, Library Director
Jamie Ogger, Library and Facility Coordinator
Peggy McSewyn, Vice Chair
Stella Fong
Hannah Stewart, Assistant Director
Cody Allen, Teen Librarian
Sue Bach
Andrea Horrell
Kathy Robins, Information Systems Coordinator

Not Present:

David Darby
Lloyd Mickelson
Jennifer Quinn

Guests:

PJ Smith, Yellowstone Genealogy Forum
Rob Rodgers, Billings Gazette
Debbie Willis, Friends of the Library
Leslie Modrow, Library Foundation

Public Comment

None

Chair’s Comments

• Chairperson Fisher asked for a motion to suspend items 5-7 on the agenda due to the need for expanded time for item #4.  

Consent Agenda

Motion to approve the February minutes. Motion approved.

COVID-19

Gavin told the Board what steps he has been taking regarding COVID-19 over the last few weeks and what actions he will be implementing as necessary. At the time of the meeting, he has put into effect:

• All outreach to senior centers/patrons is suspended.
• All travel for library personnel restricted.
• Social distancing was put into effect the previous day, including limiting access to every other public computer.
• Volunteer help suspended.
• All toys from the Children’s area will be removed tomorrow.
• Friends of the Library book sale is cancelled, but rescheduling is a possibility.
• Staff has the option to wear gloves while working, but that is not yet mandatory.
Further actions that may occur are:

- All Bookmobile outreach suspended.
- Programs cancelled.
- Public room reservations cancelled.

Gavin stated the MLA conference may be cancelled, noting that some board members were planning on attending. That decision would be made by 5 p.m. today. Gavin will put out a public announcement tomorrow via a press release, slides on the website, and social media.

Questions and responses include: sanitizer stations are not available. Staff began that search a week ago. There is no timeline for any of the restrictions, it will be determined by how the situation with the virus progresses. Staff is brainstorming avenues to reach people online, if it comes to that, such as Facebook live story time.

**Tech Lab**

Tabled

**Tech Lab meeting report**

Tabled

**Friends of the Tech Lab**

Tabled

**Census 2020**

Hannah told the Board the census will run April 1 through mid-October. The first civil conversations will begin in April. She has been talking with and sharing information with the school districts. The plan is to designate 24 computers in the library to serve as census survey access points.

Adjourned at 12:50