

Billings Public Library  
April 13, 2017  
12:00 pm

## **MINUTES**

**Present:** Chair Stella Fong, Vice Chair Bernard Rose, David Darby, Cheryle Fisher, Bill Lamdin, Alex Martin, Roger Young, Gavin Woltjer, Library Director; Tor Koch, Assistant Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator. Guests: Leslie Modrow, Library Foundation Development Director; Clare Young, Friends of the Library President, P.J. Smith, Yellowstone Genealogy Forum President.

### **Public Comment**

None

### **Chair's comments**

Fong reported that the Montana Library Association (MLA) conference was an informative conference. Fisher and Younger shared their conference experiences.

### **Consent Agenda**

MOTION: Approve the consent agenda.

Approved

Lamdin/Martin

### **Community Forum (update)**

Woltjer reported that four forums will be held. The dates for the forums are May 9 and May 22 at noon and May 4 and May 18 from 6:30 p.m. to 7:30 p.m. He asked for volunteers to attend the forums.

Woltjer noted that he will hold "Coffee with the Director" meetings from 10:30 a.m. to 11:30 a.m. on May 1 and 15, June 5 and 9, July 17 and 24, and August 7 and 21. He noted that these will be informal meetings with no set agenda.

### **Strategic Plan (update)**

Woltjer updated the Board Trustees on the Strategic Plan process. He noted that he should have a first draft by the end of June, finalizing the plan in August or September. Woltjer noted that the plan will have a measureable component and will reflect the Library's partnerships with the FOL, Foundation and Genealogy Forum.

Woltjer reported that there are thirteen items to address in the policy manual update, noting that he hopes to have that ready for the May Board meeting.

### **Budget (update)**

Woltjer reported on the upcoming FY18 budget process. He noted that the ILS funding was in jeopardy and encouraged Board members to reach out to Senator Daines.

Woltjer reported that the Library had requested four supplemental budget requests (SBRs) of which three were granted through the City Administrator review process. He noted that he will seek funding for the SBR that was denied, which was a Community Room AV equipment enhancement project.

### **Library Foundation Report: Leslie Modrow**

Modrow reported that:

- Bruce Ennis and Maggie Davis received the MLA Special Friend Award for 2017.
- Food for Thought is scheduled for June 8. They have twenty-two host tables which will be unveiled on May 8.
- A focus group was held to discuss how to get millennials into the Library.
- Mark Sanderson is the new Library Foundation Board member.

### **Friends of the Library Report: Clare Young**

Young reported that:

- The spring book sale will be held April 13 and 14 from 10 a.m. to 4 p.m. Their goal is to raise \$6,000.
- The Book Nook averages \$500 per month in revenue. Their goal for the Book Nook is \$1,000 per month.

### **Genealogy Room Report: P.J. Smith**

Smith reported that:

- The Genealogy Forum will be celebrating their 40<sup>th</sup> anniversary next month.
- They currently have ten volunteers to staff the Genealogy Room and they help 30-40 patrons per month.
- They receive research requests through the Library and web site.
- They do have a research collection with a small budget and they do accept donations.
- They are working on a project of scanning and indexing school census records.

Adjourned at 12:45 p.m.