

Billings Public Library
October 13, 2016
12:00 pm

MINUTES

Present: Chair Stella Fong, Vice Chair Bernard Rose, Sue Bach, Cheryle Fisher, Bill Lamdin, Alex Martin, Gavin Woltjer, Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator. Guests: Corrina Graham-Martin, Friends of the Library President; Barb Riebe, Reference Librarian.

Public Comment

None

Chair's comments

Fong:

- Welcomed Fisher.
- Noted that there will be a link to the continuing education class shown today.
- Reported that the High Plains Book Award banquet went very well.
- Asked Bach to update the Board on the upcoming book sale. Bach noted that the sale will be held Friday, ~~November~~ October 21 and Saturday, ~~November~~ October 22. She encouraged the Board Trustees to attend.

Meet the staff: Barb Riebe

Riebe gave a brief overview of her career path at the Library, as well as her job duties and responsibilities.

Consent Agenda

MOTION: Approve the consent agenda.

Approved

Rose/Lamdin

Library Newsletter

Woltjer discussed updating the newsletter noting that three staff members were selected to create a mock newsletter which highlights the impact the Library has on the community. He noted that he would like to prepare the newsletter in house and encouraged everyone's input.

Art Committee

~~Gavin~~ Woltjer gave some background information on the Art Committee. Rose noted that the committee should be reconstituted and meet at least once a year. Woltjer noted that he does not want to sell any of the artwork but instead wants to make it work for the Library.

Assistant Director Search

Woltjer noted:

- That the search closes on Friday, October 14.
- Fourteen applications have been received to date.
- He hopes to have the applications down to five finalists early next week with a target date of extending an offer to the successful applicant by Thanksgiving.

Market Segmentation Analysis

Woltjer asked the Board when they would like a presentation of the market segmentation analysis. It was decided that the presentation would be given at the November 3 Board meeting.

Strategic Plan

Woltjer announced that City Administrator Tina Volek had extended the current strategic plan to 2017. Woltjer noted that he would like to streamline the plan and have a skeleton outline soon.

Adjourned at 12:50 p.m.