

Billings Public Library
November 3, 2016
12:00 pm

MINUTES

Present: Chair Stella Fong, Vice Chair Bernard Rose, Sue Bach, Cheryle Fisher, Bill Lamdin, Alex Martin, Jennifer Quinn, Roger Young, Gavin Woltjer, Library Director; Kathy Robins, Systems Administrator; Mary Murphrey, Administrative Coordinator. Guests: Teri Richardson, Library Services Specialist; Leslie Modrow, Library Foundation Development Director; P.J. Smith, Genealogy Forum.

Public Comment

None

Chair's comments

Fong:

- Congratulated the Friends of the Library on their successful book sale. Bach reported that they earned close to \$10,000.
- Asked Rose to speak regarding the Art Committee. Rose noted that the committee will meet on November 15 at 2:00 pm in the Yellowstone Board Room.

Meet the staff: Teri Richardson

Richardson gave a brief overview of her job duties and responsibilities.

Genealogy: PJ Smith

Smith gave an overview of the history of the Genealogy Forum and their role at the Library.

Consent Agenda

MOTION: Approve the consent agenda as amended.

Approved

Rose/Lamdin

Assistant Director Search

Woltjer noted that:

- Candidate interviews will be held Friday, November 4 and Monday, November 7.
- He hopes to make a decision soon after.
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Strategic Plan

Woltjer reported that he will send out benchmarks for the upcoming strategic plan process. He noted that:

- An outline for the plan will be developed at the January 2017 Board retreat.
- The plan will include community forums.
- He will write the plan in July/August 2017.

- Amendments and a re-write will take place in September/October 2017.
- The plan will be finalized and presented to the Board, City Administrator and City Council in November/December 2017.

Library Board Retreat: Stella Fong

Fong noted that the retreat will be held January 14, 2017 instead of January 21. She encouraged the Board Trustees to read the materials previously distributed and asked for their participation in the community forums.

Rose suggested that the plan be reviewed annually.

Fisher asked that Outreach be included in the plan.

Adjourned at 12:52 p.m.