

## Valley City Barnes County Public Library Board Minutes

**Date:** November 8, 2016

Members present: Chandler, Remick, Botz, Dahlberg

Absent: Metcalf, Carlsrud

Staff present: Hammel, Jorissen

- I. Call to Order** President Botz called the meeting to order at 5:18 pm
- II. Additions to agenda: minutes for the special meeting (Oct 25)**
- III. Minutes:**
  1. Minutes from the regular meeting, October 11, 2016: Chandler moved approval; Remick seconded; unanimous approval by roll call vote.
  2. Minutes from the special meeting, Oct. 25, 2016: Chandler moved approval; Dahlberg seconded; unanimous approval by roll call vote.
- IV. Financial Report:**
  1. Susan presented the financial report: Dahlberg moved to accept the financial report as presented; Chandler seconded. Motion approved unanimously by roll call vote.
  2. Error on 2016 budget: Director noted mistake in Exel spreadsheet in professional expenses. This has been corrected.
- V. Director's Report:**
  1. Director, youth services coordinator, and teen librarian attended the Association of Rural and Small Libraries conference in Fargo the end of October. All three brought back new ideas for programs, projects, and furthering library services. The State Library provided two \$500 scholarships to assist VCBC librarians in attending the conference.
  2. Director co-presented information on Project Outcome with staff from Public Library Association at the ARSL conference. PLA staffers were very complimentary of the director's part of the presentation.
  3. VCBC Library was honored by the ND Department of Human Services' Division of Vocational Rehabilitation
  4. The Director will bring information about EDGE to our next meeting.
  5. The Director has established additional statistics reporting by residence (city, county, other ND county, or out of state)
  6. Family of June DeKray (children's librarian mid 70's to mid 80's) would like to make a tangible contribution to the children's library. The board identified the

circulation desk in the children's library as a recommended project and asked the director to follow up with details.

**VI. Old Business:**

1. Signatures on FCCU accounts: remove Mike Bishop. Dave Carlsrud requested he not be added to accounts. Dahlberg moved and Remick seconded that the following individuals should be on the account: Botz, Chandler, and Remick. Unanimous approval by roll call vote. The board directed that these same three individuals should be on all other accounts (Wells Fargo and Dacotah Bank). The Director will be removed from all accounts.
2. The updated 2017 budget was reviewed for minor corrections; Chandler moved approval; Remick seconded. Unanimous approval by roll call vote.
3. Foundation: Tabled to next meeting.
4. Strategic Planning: Director provided some material from PLA—Discussion table to next meeting.
5. Front Doors: Dean Pedersen has agreed to repair the doors. Removal has been scheduled for Monday November 14<sup>th</sup>. Director will frame up and close off the opening for the winter.
6. Interior painting; the director contacted Integrity and started a more in depth conversation regarding the particulars of the job. Chandler moved; Remick seconded accepting the bid from Integrity Painting for \$16,100.00 (from Capital Projects account). Unanimous approval by roll call vote.

**VII. New Business:**

1. Cover One book repair machine—this will repair cracked spines on books. Director sees books needing repairs after 10 circulations or sooner; current practice is tape and glue. Remick moved; Chandler seconded purchase approval. Unanimous approval by roll call vote.

**VIII. Other:**

1. Friends of the Library: Chocolate Chocolate Day is November 12. The next meeting for FOL will be Tuesday, Nov. 29 at 6:30. All are welcome.

**IX. Adjournment at 6:30 pm.**

**Next meeting:  
Tuesday December 13, 2016 5:15pm**