

## **Meeting Minutes**

### **Valley City Barnes County Public Library Board**

**Date:** July 21, 2022

Attending – Hilde van Gijssel, Deedra Froemke, Vicky Lovell, Allen Bloom, Annie Beauchman  
Melissa Lloyd (assistant director), Josh Bartels (interim director)

Absent – Dewey Magnuson

Guests - Joe DeMasi (former board member),  
Michael Fink (Silicon Plains), Isaac Yturalde (USDA)

#### **Call to Order**

Meeting called to order at 5:32 by Hilde van Gijssel.

#### **Additions to Agenda**

Interim Director Josh Bartels to discuss cybersecurity quotes.  
Hilde van Gijssel to discuss library access for inmates at the jail.

#### **Approval of Minutes**

Minutes from the June 16, 2022 meeting were reviewed. Hilde van Gijssel motioned to approve;  
Allen Blume second. Approved.

#### **Financial Report**

It was suggested that our accountant Amy Johnson attend the next meeting to explain some of the line items in the budget so that new members can become familiar. Deedra Froemke motioned to approve the financials as presented; Allen Blume second. Approved.

Roll Call: Vicky Lovell: Y Deedra Froemke: Y  
Hilde van Gijssel: Y Allen Blume: Y Annie Beauchman: Y

#### **Director's Report**

A written report was previously submitted via email. Interim Director Josh Bartels gave an update. A presentation from Silicon Plains was given regarding cybersecurity and tech updates/upgrades. Josh will gather a summary of pros and cons for all bids received.

#### **Committee Reports**

Building Committee – Joe DeMasi gave an update on the leaking roof. Material needs to be chosen and approved through the Historical Society. We currently have 2 quotes: one from a Fargo company that came in at \$237k and would use a vinyl shake and one from local contractor Dale Thornson that came in at \$150k and would use a regular single with 30yr life that looks like weathered wood. Grants are available and Joe introduced Isaac Yturalde from the USDA and he went over some of the details. We could be eligible for loans and grants. A grant could cover up to 15% of the project costs and current loan interest rate is 3.25%. It was recommended that we hire an engineer to narrow the scope of the project so we can have a site survey done to better estimate the total cost.

Library Director Hiring Committee – Deedra Froemke and Vicky Lovell gave an update. The posting on JobService was hindered due to a network issue, so the committee decided to continue the posting for another 30 days and then reevaluate. The interim process is moving smoothly.

### **Old Business**

Deedra Froemke is working on the re-write of the overdue notice to be reviewed in August. Allen Blume volunteered to chair the tech committee. Hilde van Gijssel motioned to formally establish the committee; Allen Blume second. Approved.

We have a contract with Bonnie Gassman with regard to the landscaping and things are moving along and look great. Melissa Lloyd displayed a proof of the new signage for the parking lot and requested funds for the sign and installation. Allen Blume motioned to approve; Deedra Froemke second. Approved.

### **New Business**

New board members Allen Blume and Annie Beauchman were introduced and welcomed by the Board.

An election of officers was held. Vicky Lovell motioned to approve Hilde van Gijssel as President and Deedra Froemke as Secretary. Allen Blume volunteered to serve as Vice President and Annie Beauchman as Treasurer. Deedra Froemke second. Approved.

Vicky Lovell motioned to approve adding Deedra Froemke, Hilde van Gijssel, and Annie Beauchman as signers to the bank accounts. Allen Blume second. Approved.

Allen Blume volunteered to be the board representative for the foundation. Deedra Froemke motioned to approve; Allen Blume second. Approved.

The logo reveal event will take place during Summer Nights on Central on September 8<sup>th</sup>. Melissa Lloyd provided samples of items she would like to use as giveaways. Hilde van Gijssel motioned to approve funding of \$1000 from the marketing budget and \$500 from the pie sale to be used towards the reveal. Allen Blume second. Approved.

We received a quote from Ground to Sky to remove 3 dead trees. The quote was for \$1500-1800. Hilde van Gijssel motioned to approve; Annie Beauchman second. Approved.

Roll Call: Vicky Lovell: Absent Deedra Froemke: Y  
Hilde van Gijssel: Y Allen Blume: Y Annie Beauchman: Y

We received a quote for \$1078 from Keith's Plumbing/Heating to extend and fix the HVAC system for the bookkeeping office and makerspace. Hilde van Gijssel motioned to approve; Deedra Froemke second. Approved.

Roll Call: Vicky Lovell: Absent Deedra Froemke: Y  
Hilde van Gijssel: Y Allen Blume: Y Annie Beauchman: Y

Policy review and safe space training for staff and board members were tabled until the next meeting.

### **Other**

Hilde van Gijssel met with the Sheriff and he has requested to have library access for inmates at the jail via the Libby app. Deedra Froemke will assist with the working out the details.

### **Adjournment**

Hilde van Gijssel motioned to adjourn; Allen Blume second. Adjourned at 7:22pm.

### **Next Meeting**

**Thursday August 18, 2022 5:30pm.** *VP Allen Blume will preside in Hilde's absence.*