

## Minutes

### Valley City Barnes County Public Foundation Board

Date: 10-15-2020

I. **Call to Order:**

Called to order at 5:32. In attendance: Hilde van Gijssel, Steve Hammel, Melissa Remick, Dick Gulmon, Vicky Lovell and Joe De Masi. Absent Tim Kadrmas

II. **Additions to Agenda:**

III. **Minutes:**

Motion to approve the minutes from October JD, 2<sup>nd</sup> DG . Unanimous vote all approved.

IV. **Financial Report:**

Target number is 83% for this month. There was a large deposit from the city that seems larger than expected. Steve will check with the city to verify amounts. Motion to approve financials as presented JD , 2<sup>nd</sup> DG. Roll call vote each approved.

V. **Director's Report:**

Attached sheet.

VI. **Policy Review:**

1. Staff Employment Policy: DG and VL to ask city and county attorneys to look over. Tabled.

VII. **Old Business:**

1. Vision Statement, Mission Statement, Branding: Tabled

2. Committee to create Social Media Policy. TK and MR will work on this. This committee expects to have a first reading of a policy to present at December's meeting. Tabled

3. Status on finding a roofing contractor. This is still a difficulty. May need to look at Fargo and Jamestown as some local struggle with the height of the building. Follow up with Bakkegard about undersized HVAC that was installed, still working on a resolution.

4. Firespring Proposal for logo branding. Suggestion to create a committee to look into getting more quotes and doing some research. HvG and JD will work on. Tabled.

5. Rehearsal Software Hosting will ask the Bridges Arts Council to pay the \$100 yearly subscription fee for the software. Can apply for a grant through the Arts Council. Tabled.

VIII. **New Business:**

1. Staff are content to maintain the hours and level of business. Even with the large number of current Covid cases staff's biggest concern is the people who are not wearing masks correctly. At this point we are willing to support the staff's position, but will keep an eye on number of cases and may need to go back to curbside only.
2. 2021 budget: Budget numbers discussed in detail with the focus on personnel decisions. Discussion of the situation that led to shortfall from County state aid. Budget was presented without that aid. Personnel discussion about adding 40 hour Children's Librarian. Discussion of adding 2.5% raise for each employee. Steve will work numbers and resubmit the new proposals to board members. Many of the other categories are maintained, but with the caveat that we are not sure what programming will look like for the next year. Totals may change there as the year progresses. Finalization of budget will be in December.

IX. **Other:**

X. **Adjournment:**

Motion to adjourn the meeting JD, 2<sup>nd</sup> MR. Meeting adjourned at 7pm

**Next Meeting:  
December 17, 2020 @ 5:30**