

Minutes

Valley City Barnes County Public Library Board

Date: July 24, 2018

Board members present: Botz, Chandler, Remick, Van Gijssel, Powell

Board members absent: Metcalf

Staff present: Director Hammel

Guests: Bill Carblom, Mike Bishop

- I. **Call to Order** 5:05 President Botz
- II. **Additions to agenda** AR survey results
- III. **Minutes:**
May 8, 2018 and June 25th special meeting
Motion to accept Van Gijssel, second Remick, unanimous approval
- IV. **Financial Report:**
 1. Bookkeeper
Motion to accept Chandler, second Powell, unanimous approval via rollcall
 2. Review of budget YTD – Director
Director noted IT will exceed budgeted amount due to cost of IT management and support service, board agreed on the need and will address the shortcoming in next year's budget. Director also noted adult programming budget is tracking high due in part to the success of painting programs. Material costs are high for painting programs but staff feels it's important to offer them free of charge. Van Gijssel suggested applying for a grant from the Bridges Arts Council to help offset materials cost.
- V. **Director's Report:**
 1. IT budget expenditures and ROI – see item 2 above
 2. Director rehired Eliza Johnson to help with Summer Learning. This is her third summer assisting at the library. Due to fall school commitments she will be off the schedule when school resumes.
 3. Director met with Jennifer Jenness, director of VCSU library, to discuss collaboration, complimentary collection development, and resource sharing. Several ideas were exchanged and both parties are now investigating how to move forward.
 4. The library has again engaged the services of Eric Johnson to maintain the flower beds. We have received numerous compliments.
 5. Pie day; just over \$1000 was raised for SLP

6. Daniel resigned beginning of July. Hired Ashley Tehran to fill the open 10 hour position.

VI. Policy review:

1. Patron conduct policy – tabled until next meeting

VII. Old Business:

1. Bylaws
Motion Chandler, Second Powell to form bylaws committee composed of Van Gijssel and Remick assisted by director, unanimous approval
2. Parking lot – letter from Josh Johnson Superintendent Valley City Public Schools
Motion Remick, Second Chandler to have committee composed of Botz and Powell meet with Superintendent Johnson regarding parking lot, unanimous approval
3. Transfer of EJ account has been completed.

VIII. New Business:

1. Board communication and procedures – recent issues will be addressed by updated bylaws
2. Board elections
3. Motion Van Gijssel, Second Powell for election of officers
President: Botz
Vice President: Van Gijssel
Treasurer: Powell
Secretary: Remick
unanimous approval
4. Providing library services to Litchville area through a partnership with Litchville elementary. Director will follow up and report to board as things progress
5. Change in Wells Fargo deposit account.
6. Scheduling Director's review

IX. Other:

1. Q&A regarding the form for director's annual evaluation
2. Resignation of Liz Chandler from board effective August 31st 2018.
The board and director thanked Liz for her service to the library and it's patrons.

X. Adjournment 6:45 president Botz

**Next meeting:
Tuesday August 14, 2018 5:05pm**