

Minutes

Valley City Barnes County Public Foundation Board

Date: 11-21-19

- I. **Call to Order:** Meeting called to order 5:32. In attendance Hilde van Gijssel, Tim Kadrmas, Steve Hammel, and Melissa Remick. Not attending Ross Powell, Vicky Lovell, and Joe Demasi
- II. **Additions to Agenda:** No additions to the agenda
- III. **Minutes:** Motion to approve the minutes TK, 2nd HvG unanimous approval
- IV. **Financial Report:** Looking again at a couple of items that have high expenditures. The budget target percentage is 83% and the overall expenditures are at 80%. Motion to approve financial report as presented by MR 2nd TK. Roll call vote each approved.
- V. **Director's Report:** Short discussion of plan to make adjustments to staffing after Angela leaves in December.
- VI. **Policy Review:**
- VII. **Committee Reports:**
- VIII. **Old Business:**
 1. Strategic plan: demographic information collected by TK and JD. The survey is completed, and will be open for people to take the survey soon. Did some simple SWOT (strength/weakness, opportunities/threats) analysis to jump start plan.
- IX. **New Business:**
 1. 2020 budget: line by line budget review. Discussion of personnel as the biggest category for expenses. A thank you to Steve for all the work on the budget.
 2. Tuition reimbursement for MLS
 3. Library Furniture
 4. Computer/STEM classroom
- X. **Other:**
- XI. **Adjournment:**

Next Meeting:

Thursday December 12, 2019 @5:30