

Minutes

Valley City Barnes County Public Library Board

Date: December 12, 2017

- I. Call to Order 5:10**
- II. Member present: Botz, Metcalf, Remick, Powell, Chandler**
- III. Staff Present: Hammel**

- IV. Additions to agenda**

- V. Minutes:**
November 14, 2017 approved unanimous

- VI. Financial Report:**
 1. Susan
Metcalf moved, Powell second to approve, unanimous approval

- VII. Director's Report:**
 1. Flooring project is nearing completion. Staff has received numerous positive comments
 2. Due to safety concerns regarding a slip and fall hazard director has closed off west entrance for duration of winter. We have a nice sign, made by Kline Signs, directing patrons to the south entrances.
 3. The book covering machine died. We were able to purchase a replacement unit for a sizable discount since we are an existing customer.
 4. Management staff is doing more desk coverage which is effecting work performance in other areas. Director will be posting ad for open half time position after first of the year.
 5. Director has been working on bylaws and will hopefully have a draft ready for the January meeting.

- VIII. Old Business:**
 1. Edward Jones Account; presentation from Nancy Hermanson
Board requested for Nancy to put together a 60/40 rebalance for the portfolio
 2. 2018 budget
2% raise for 2018 Metcalf motion, Remick second, unanimous rollcall
Approve 2018 budget as presented Remick motion, Metcalf second, unanimous rollcall

- IX. New Business:**
 1. Shelving in children's library

Metcalf motion, Remick second, to purchase three units using \$10,000 from Edward Jones account, unanimous approval

X. Other:

1.

XI. Adjournment 6:25

Next meeting: Tuesday January 9, 2017 5:05pm