

# Agenda

## Valley City Barnes County Public Library Board

Date: Thursday, July 18, 2024, 5:30 pm

Attending: Hilde van Gijssel, Vicky Lovell, Annie Beauchman, Kristi Anderson, Kelsey Ihry, Dewey Magnuson, Anita Tulp (Director)

### I. Call to Order

Meeting was called to order at 5:33 by Hilde van Gijssel.

### II. Additions to agenda

\*Two change orders to vote on

\*Selecting new officers for the upcoming year

\*Our new board member, Kristi Anderson, was introduced.

### III. Minutes:

June 20, 2024

\*The minutes from June 20, 2024 were reviewed. Vicky Lovell made a motion to accept minutes. Kelsey Ihry seconded. All in favor.

### IV. Financial Report:

\*We are at the halfway point and should be at 50%. Kelsey Ihry made a motion to approve the financial report. Dewey Magnuson seconded.

Roll Call: Vicky Lovell: Yes

Dewey Magnuson: Yes

Annie Beauchman: Yes

Kelsey Ihry: Yes

Kristi Anderson: Yes

Hilde van Gijssel: Yes

### V. Director's Report:

\*Ryan, the contractor, said things are going well. He's pretty much done with taping and metal work. They're waiting for our decision on paint colors. Glass people are lined up. They might be at a standstill for a bit while waiting on roofers. He looked at the book barn. He said it has a solid structure and, if we replace shingles and fix siding, it would be in better shape. Anita would like to make it more usable in the future. It is a historical building because it's the old carriage house, but it's not on the Historic Register that would make upgrading more difficult. We'd like to talk to the VoTech about working on it later in the future.

### VI. Committee Reports:

Foundation Meeting report—The Library Foundation Board met on Monday, July 1st, at the museum. Raffle tickets are available if you want to sell some. We're currently working on a Radio-thon for a future date. Further fundraising plans will wait on the Radio-thon.

Fundraising update—\$4600 was raised on website. Hilde applied for a \$5,000 grant application through the Community Foundation. Hilde knows someone in a string quartet who may agree to play for a fundraising event. October 5<sup>th</sup> would be a good time for that.

### VII. Old Business:

Audit-We don't need one, but it would be nice to have.

Loan update-Annie Beauchman and Hilde van Gijssel signed for the \$100,000 loan on Monday. The check is here and will be deposited into the Capital Improvement Account, so it's kept separate from General Funds.

**VIII. New Business:**

Paint Colors- Hilde would like to paint molding with red and green to give it more depth. We'll use the established library colors. Kelsey Ihry motioned to approve. Annie Beauchman seconded. All in favor.

Change Order-We need to paint the dome, dental, and ball top outside. The old paint has faded, so it's a good thing to repaint. This was not included in the original construction costs because it's something that was found later. Construction of missing dental pieces would need to be done. That would cost \$5,368.37. The paint job would be another \$4,196.16. We have \$17,000 left in our contingency fund, and we're saving money on the windows that don't need to be replaced. The painting would need to be done before the roof. This is a change order that needs to be voted on. Dewey Magnuson made a motion to approve this change order. Kelsey Ihry seconded.

Roll Call: Vicky Lovell: Yes

Dewey Magnuson: Yes

Annie Beauchman: Yes

Kelsey Ihry: Yes

Kristi Anderson: Yes

Hilde van Gijssel: Yes

Insurance policy review- It's time to renew our insurance. Hilde talked to Sue at Dacotah Bank. Currently, the site where we are storing books is temporarily covered. Because we've not significantly changed the building, our \$4 million policy can stay. We would like to confirm that the Book Barn is covered by liability insurance. Dewey questioned the cost of building new if something were to happen. Inventory alone is around \$1.5 million, not counting the cost of a whole new building. We've budgeted \$2.5 million for a building. It would be good to get an appraisal or up it by \$1 million in coverage. We currently pay \$4,000 in premiums a year. Hilde will call and inquire, but an appraisal should wait until construction is completed. Dewey questioned whether we can claim any previous hail damage on the roof. Hilde will check

Website compliance & upgrade- The government added an ADA compliance that is necessary for our website. We could be sued if we don't have the appropriate reader for vision impaired patrons. This will up our costs by \$35 a month. We currently pay \$1440 a year. We specifically chose this company to help keep us ADA complaint. They have the tools for us to use. We were about 100% complaint until the law changed. Hilde showed some ways to make this happen with current documents, but it will take time. Our minutes will need to be in a template that will make it easier to format to ADA compliance. Some of our old pdfs will need to be reformatted. Kelsey Ihry made a motion to accept this increase for one year once our contract is up. Kristi Anderson seconded.

Roll Call: Vicky Lovell: Yes

Dewey Magnuson: Yes

Annie Beauchman: Yes

Kelsey Ihry: Yes

Kristi Anderson: Yes

Hilde van Gijssel: Yes

New Contract with Otis (elevator maintenance)-Elevator was installed in 1996. Hydraulic fluid has never been changed. It should be changed every 10 years. It's been 28 years, so we're behind. Otis proposed to change the hydraulic fluid for the elevator. It will be \$9,250. If we wanted them to remove the waste, it's \$225 per unit. We don't know how many units it will be. Anita talked to her husband. They know people who burn waste oil in their shop and would be glad to have it. We would not have to pay to have our current oil disposed of. If we sign a new contract with them, it would save us a little money, and they'll take \$1,000 off. We wouldn't plan to switch contract providers anyway. This would come out of the Capital Improvement account, but we also have enough in reserves. Annie Beauchman made a motion to sign a new contract and pay \$9,250 for new hydraulic fluid. Kelsey Ihry seconded.

Roll Call: Vicky Lovell: No

Dewey Magnuson: Yes

Annie Beauchman: Yes

Kelsey Ihry: Yes

Kristi Anderson: Yes

Hilde van Gijssel: Yes

Officers- Vicky Lovell made a motion to approve the following assignments of officers: Hilde van Gijssel will remain President. Kelsey Ihry will be appointed Treasurer. Vicky Lovell will be Vice President. Annie Beauchman will be Secretary. Dewey Magnuson seconded. All in favor. Vicky Lovell made a motion to keep Hilde van Gijssel and Annie Beauchman on the bank signature cards and add Kelsey Ihry. Deedra Froemke will be removed, as she is no longer on the board. Dewey seconded. All in favor.

Meeting in August- We'll plan a tentative meeting for August 15<sup>th</sup> at 5:30.

**IX. Adjournment** Kelsey Ihry motioned to end the meeting. Annie Beauchman seconded. Meeting adjourned at 6:28.

**Next meeting:  
Thursday, August 15, 2024, 5:30 pm**