

Agenda

Valley City Barnes County Public Library Board

Date: December 16, 2021

Present: Hilde, Joe, Tim Absent: Vicky, Dewey

Staff: director Steve, asst director Melissa

- I. **Call to Order 5:32pm**

- II. **Additions to agenda** – new business, change in snow removal for parking lot

- III. **Minutes:**
November 18, 2021
Motion to approve minutes Joe, second Tim, approved unanimously

- IV. **Financial Report:**
Motion to approve as presented Joe, second Tim, approved unanimously roll call

- V. **Director's Report:**

- VI. **Policy Review:**
 1. Employee pay and benefits – included with 2022 budget discussion
Motion to approve policy changes Joe, second Tim, approved unanimously

- VII. **Old Business:**
 1. Roof – we have an estimate
Fargo Roofing submitted a bid of \$237,300 to do a complete re-roof. Director stated that size job is outside the scope of his regular duties and recommended creating a building committee. Due to absences board decided to wait until the January meeting to setup the committee.
 2. Marketing and branding
The paperwork for the marketing internships has been submitted and everything looks good to get going the start of spring semester
 3. MOU for museum branch and Litchville Elementary – director and board president working on specifics
 4. Space assessment – director collecting examples
 5. Director annual review – Hilde is collecting the reviews from the board and will present a summary to the director before the end of December.
 6. 2022 budget
The board looked at a couple additional changes the director made to the collections budget. A majority of the discussion revolved around employee pay

and benefits. The board approved a 5% pay raise for all employees. Additionally, the board liked the proposed pay scale changes in the employee pay and benefits policy stating they are more inline with other employers in town. The director commented that even though his salary is low compared to most other public library directors with a master's degree across the state, he does appreciate the benefits package he receives and feels that more than makes up for the lower salary. He also noted that his salary has increased almost \$15,000 in the past eight years and thanked the board for that as well.

Joe made the motion to approve the proposed 2022 budget, second Tim, approved unanimously via roll call vote. Steve and Melissa thanked the board for prioritizing the employees with the increased budget income.

VIII. New Business:

1. change in snow removal for parking lot

Jordyn Heck, facilities director for VC public schools notified the board the VC public schools snow removal crew would now be plowing the snow in the library's parking lot rather than the city crew. Additionally, the school crew will once again be piling snow from the school's lots by the barn. A VC public works crew will then remove and haul off the snow pile when making their rounds with their big loader and dump truck.

Motion to approve the updated snow removal plan Joe, second Tim, approved unanimously

IX. Other:

1.

X. Adjournment

**Next meeting:
Thursday January 20, 2022 5:30pm**