

## Minutes

### Valley City Barnes County Public Foundation Board

Date: 8-20-2020

I. **Call to Order:**

Called to order at 5:32. In attendance: Hilde van Gjissel, Steve Hammel, Melissa Remick, Tim Kadmas, Vicky Lovell, and Joe Demasi. Dick Gulman absent.

II. **Additions to Agenda:**

III. **Minutes:**

Motion to approve the minutes from July MR, 2<sup>nd</sup> TK. Unanimous vote all approved.

IV. **Financial Report:**

Target number is 50% for this month. Discussion of several line items that are over the target percentage Computer expenses and Outside IT). Motion to approve financials as presented VL 2<sup>nd</sup> MR. Roll call vote each approved.

V. **Director's Report:**

Attached sheet.

VI. **Policy Review:**

1. Collection Development Policy. First reading. Motion to approve the policy VL 2<sup>nd</sup> JD. Unanimous approval.

2. Staff Employment Policy: DG and VL to ask city and county attorneys to look over. Tabled.

VII. **Old Business:**

1. Policies Tabled

VIII. **New Business**

1. Strategic plan will require a separate meeting, HvG will send out chart with objectives and timeline for review.

2. State Library standards: a discussion of several places we can work on to achieve the level of 'Future Focused' library. These include further work on the strategic plan and several issues about marketing.

3. Social Media Policy: Library needs to create one. TK and MR will start that work. May contact Melissa Llyod who is main poster of content at this point for resource sharing.

4. Employee Appreciation: employees have done a fantastic job under trying circumstances. Several different options for were discussed. VL motion to give up to \$50 per staff member, 2<sup>nd</sup> JD. Steve will relay options at the next staff meeting. Unanimous approval vote.

5. Discussion of reopening for school age children as school opens.  
HvG proposed waiting until 2 weeks after school opens to reassess any changes to opening. All agreed vote will be tabled 1 month.

IX. **Other:**

1. HvG sent memo to Josh Johnson about updated parking and signs in the library parking lot. There was also mention of need to discuss snow removal.
2. MOU with Public schools. Needs a couple small changes (should be signed by Library Board Pres. Not Director, and update capacity numbers). School board will update and send over.
3. Per open meeting requirements the executive committee will take and publish meeting notes

X. **Adjournment:**

VL motion to adjourn meeting, 2<sup>nd</sup> JD. Meeting adjourned at 6:45

**Next Meeting:  
September 17, 2020 @ 5:30**