

Minutes

Valley City Barnes County Public Library Board

Date: October 17, 2019

- I. **Call to Order.** Meeting called to order at 5:35. In attendance Tim Kadrmas, Melissa Remick, Steve Hammel, Hilde van Gijssel, and Joe De Masi. Not attending Ross Powell, and Vicky Lovell
- II. **Additions to agenda:** no additions to agenda
- III. **Minutes:**
September 12, 2019 JD made motion to approve minutes, 2nd TK. Discussion note to approve the policy reading. Unanimous approval.
- IV. **Financial Report:**
 1. Hilde commented on the new tool used, and how it makes totals easier to see. Motion to approve the financials as presented TK, 2nd JD. Roll call vote: each approve.
- V. **Director's Report:**
- VI. **Policy Review:**
 1. New unattended child and vulnerable adult policy. Motion to approve with the notes by MR, 2nd by HvG. Unanimous Approval
 2. Amended internet access and computer use policy. Motion to approve JD with a 2nd by TK. Unanimous Approval
 3. Review patron confidentiality policy. Motion to approve as presented JD, 2nd HvG. Unanimous Approval
- VII. **Old Business:**
 1. children's library desk – additional quote from Demco for \$16,740- \$16,775. The Children's librarian would prefer the Brodart quote for \$11,941. Hvg motion to approve the purchase of a children's circulation and work desk from Brodart for \$12,000 and for up to \$5,000 for construction; with money coming from the Memorial and Contribution account from Dakota Bank, 2nd by JD. Discussion: timeline will be a couple of months. Unanimous Approval.
 2. Time-line and action point for strategic plan. HvG has presented to her class the possibility of creating and doing surveys regarding library usage that we may use for our strategic plan. TK & JD will work together to gather demographic information. Much of it can be gathered from The Development Corp. HvG and MR will work together to work on survey information. Motion to ask Hilde van Gijssel's Research

Methods class at VCSU to work with us in preparing, performing, and analyzing the survey made by HvG, 2nd MR. Unanimous Approval. HvG abstains.

3. Dismissal and hiring policies first reading. A short discussion of what was brought to the board. We will discuss the policy at the January meeting.

4. Standards for public libraries.

VIII. New Business:

1. VC schools' emergency planning MOU. HvG will contact Josh Johnson to ask some questions about the MOU.

IX. Other:

1. Will devote time at next meeting to a first reading of the budget and the strategic plan update, but all other will be tabled until following meeting.

2. Steve is still looking to find quotes to fix the roof, and leaking around the dome .

X. Adjournment: motion to adjourn MR by 2nd JD. Meeting adjourned at 6:50

Next meeting:

Thursday November 21, 2019 5:30pm