

Minutes

Valley City Barnes County Public Library Board

Date: November 18, 2021

All board members present

Staff present Steve and Melissa

I. Call to Order 5:32pm

II. Additions to agenda

III. Minutes:

October 21, 2021 motion to approve Vicki, second Tim, approved unanimously

IV. Financial Report: motion to approve as presented Joe, seconded Dewey, approved unanimously via roll call vote

V. Director's Report:

VI. Old Business:

1. Marketing and branding

Update given by director. The library will be receiving a \$2180 NDLC grant for the creation of a marketing plan.

Director is to contact Votech to see if they would be interested in submitting an entry for branding

2. MOU for museum branch and Litchville Elementary – director and board president working on specifics - tabled

3. Space assessment – director collecting examples - tabled

4. Director annual review – tabled until December

VII. New Business:

1. 2022 budget

Much of the meeting centered around discussing the budget. A few corrections were made.

Director is restructuring things and a couple categories were accidentally repeated in expenditures. Personnel being a large percentage of the overall budget took the most time.

Based on raises being given by the city and county, the board agreed on a 5% raise for all employees. The board discussed increasing the percentage of the SEP contribution. They also discussed increasing the overall pay scale, which would mean updating the employee pay and benefits policy. The director was tasked with providing additional options at the December meeting.

VIII. Adjournment 7:15pm

Next meeting:

Thursday December 16, 2021 5:30pm