

Valley City/Barnes County Public Library Board meeting Minutes
Tuesday, May 12, 2015 5:15 pm at the Library

Members present: Kayln Botz, Margaret Dahlberg, Mike Metcalf

Library Staff present: Steve Hammel (Director))

Absent: Madeline Luke, Liz Johnson

- I. **Call to Order by Kayln Botz, president pro tem**
- II. **Additions to agenda: flagpole (add to new business)**
- III. **Minutes:** April 14, 2015 Metcalf moved approval; Dahlberg seconded. Unanimous approval by roll call vote.
- IV. **Financial Report:**
 1. None: Susan Jorissen is working with Corrine to “tweek” our Quickbooks setup and bookkeeping practices.
- V. **Director’s Report:**
 1. The Director will be meeting with Matt Pederson on May 20th to discuss the audit.
 2. Painting project is progressing. Staff has received numerous positive comments. We are generating a lot of buzz around the community.
 3. Director contacted Donna James at VCSU library regarding the possibility of setting up our ILS to include VCSU’s holdings in our search results and vice versa. This would be another step in working toward complimentary collections.
 4. 1st quarter statistics: numbers are tracking well. Circulation has increased each month in the first quarter for each segment (adult, children, teen); weeding of older materials continues. The Board reviewed patron count per hour for the first quarter to understand library usage since we extended hours. The director will add a count of users each hour, not just how many walk in each hour, to the statistics gathered for 5-8 pm.
 5. Director has been in conversation with KOVC regarding adding another “library” focused segment to their programming. A new book and/or DVD review and possibly a contest have been discussed.
- VI. **Old Business:**

Estimates for downspouts from J&K Seamless (\$1480) and Homers (\$1460). Metcalf moved approval of the J&K Seamless estimate since the bids were close and we wish to support the local business; Dahlberg seconded. Unanimous approval by roll call vote.
- VII. **New Business:**

1. Estimate to paint the remaining stucco on the addition: \$7925 from the painter currently painting the addition (Lisa Mikkelsen). Metcalf moved approval; Dahlberg seconded. Unanimous approval by roll call vote.
2. Flagpole: Top 15 feet of the pole snapped off in November. Director estimates cost of replacement at about \$3000 (includes revolving halyard; 30 Ft--tall enough to fly both flags). Funding would be from the Capital Improvement fund. Dahlberg moved approval of spending up to \$3000 to replace the flagpole; Metcalf seconded. Unanimous approval by roll call vote.

VIII. Adjournment: Metcalf moved approval; Dahlberg seconded. Meeting adjourned at 6:12.

**Next meeting:
Tuesday June 9, 2015 5:15pm**