

Meeting Minutes

Valley City Barnes County Public Library

Date: October 19, 2023

Attending in-person: Hilde van Gijssel, Anita Tulp, Vicky Lovell, Annie Beauchman, Kelsey Ihry

Attending via Zoom: Deedra Froemke, Kerry Peuser

Absent: Dewey Magnuson

Additions: Andrea Nelson, Cindy Ross

Meeting called to order: 5:36 p.m. by Hilde van Gijssel.

We changed order of the agenda to accommodate our guests.

Endowment Fund

Andrea Nelson walked us through the financials in the Sheyenne Valley Community Foundation Endowment Fund.

*Some cash from the donations was held and not invested right away. It has now been invested. It's not new money. No distributions were taken. Ending balance: \$27,056.

*We can't take the full \$3k endowment fund because it'll drop us below our minimum. The most we could take is about \$398.

*Nothing has to be decided today. Vicky made a motion to leave the money. Kelsey seconded the motion.

Roll Call: Annie Beauchman- Yes Hilde van Gijssel-Yes Kelsey Ihry-Yes Vicky Lovell-Yes
Deedra Froemke-Yes

*Vicky asked if they can do fundraising for us. Andrea said they've been talking about hosting an event at the museum. There are possibilities if we would host the event, but the money stays in the endowment fund. Hilde thinks we should later discuss how to grow the endowment fund.

*There are no active grant opportunities through the fund. Andrea wanted to know a little about the project we're doing to pass along information to someone who can help with that. She shared information about a Legacy Planning Luncheon

Kerry Peuser-Architect

*Kerry pulled up aerial pictures of the roof to show us where the leak is occurring. Most of it seems to be happening at a corner of the new addition. There are missing shingles. The valley is leaking. It all needs to be replaced. There's a gutter that's not connected so the water is spilling down. They suspect there's water leaking into the wall at this point, but they'd have to open it up to find out.

*They'd like to open up a bookcase upstairs to see where the leak is occurring in the wall.

*The interior attic in the original building has some bowing so they need to run beams across. It shouldn't be terribly expensive. They think it's important to look at this space during the roof

reconstruction. They would brace rather than make full trusses. The fee is \$2700 for this step. We will have to check whether this includes mileage.

*The necessary work is in line with the historical society. Asphalt shingles that look like wood will be used.

*Ventilation is included in the quote we received.

*Internal gutters we currently have are a problem, and everything is rotted all the way around. That will all be replaced.

*The roof around the dome needs replacing, but the dome itself seems to be okay. They will reassess when they get there. Ridge caps will be taken off and put back on. Ridge vents/Shingle vents will be necessary for the attic.

*He explained why we're getting ice dams and how to extend insulation and use the vents to prevent that. Old insulation will not be removed because it's in good shape. We just need to add some. Of course, we won't know exactly what the situation is until we open it up.

*For the rotunda, all the windows will be replaced with insulated glass panes since we currently have single-paned.

*Inside, wood framing and insulation will be taken out. It will be insulated inside. We'll lose the ridge detail. It will otherwise look the same when it's done. They'll do a scrape test with a knife to gauge the original paint colors for the metal trim. The top cap may be insulated. Refer to diagram for further information.

*We're restoring the rotunda, not altering so it should not be a problem with the historical society.

*Roofing should be done before the rotunda. These are two separate projects. The guy who was here knows how to do the rotunda so he could do that and look into someone else doing the roof. He'll get a quote from Ryan (didn't catch his last name) to oversee the roof project, too.

*Deedra asked about a downtime for doing the roof. Kerry doesn't think we'll have to close for the roof, but we will for the rotunda. We could stay open, but we'd have to close up certain sections in the process. Kerry says it would be closer to 3 months of construction.

Minutes

Hilde asked for motion to approve minutes from September meeting. Kelsey made a motion to approve. Annie seconded. All in favor.

Financial Report

We should be at about 75%. We received most of the money from the city and county. In our overall budget, we're at 72% so we're right where we should be. Vicky questioned the donation fund. We've had more than we expected, which is good.

Kelsey made a motion to approve finances. Annie seconded.

Roll Call: Annie Beauchman- Yes Hilde van Gijsseel-Yes Kelsey Ihry-Yes Vicky Lovell-Yes
Deedra Froemke-Yes

Director's Report

Anita talked to the Stephan family about the memorial plaque on the north side. He would like a concrete patio. This would wait until the roof project is complete.

Hilde added that we had a fantastic celebration, and the Bjerke family seemed to be pleased with it. Hilde thanks the staff, Anita, and Kelsey for all their work planning.

Building Committee

We had a roof update. The roof is our highest priority. Hilde believes the rotunda is worth doing. She would like to leave a good building for the next board.

*Foundation has \$120,000 in their account. In our account for capital improvement, we have almost \$58,000. Contribution is about \$40,000.

*We'd need to raise about \$180,000 for the roof. We'd need to do some fundraising, but we're close. We'd want to start bidding process in January so we can start in the summer.

*If we want to apply to the USDA for a loan, that has to be in place before we can open up bids. Isaac Yturralde would expedite the process for us. October 31st is the deadline to apply for funding through the state historical society. We could ask for \$50,000. Hilde would like to ask for that for the rotunda project. If we get funding, we won't be eligible for 5 years.

*Hilde also checked with Dacotah Bank. A 30 year loan would be difficult because we don't have collateral. A short term loan is possible if we can direct the Foundation to start a capital campaign to ask people to pledge money over time. The John Deere Foundation and Gaukler Foundation would be options. Trinity Nelson could also help us find grants through the Foundation.

*Hilde and Anita will start the application for the Historical Society ASAP.

*We put in an official request to ask the Foundation to help raise \$250,000. Deedra will inquire with Mrs. Grenz to see if she's still on the Building Committee.

Vicky makes a motion to put in for the grant through the Historical Society. Kelsey seconded it. All in favor.

Kelsey motioned to direct the Foundation to help fundraise and set up a capital campaign. Vicky seconded. All in favor.

Old Business

There is nothing that needs to be dealt with.

New Business

Strategic plan runs out at the end of next year. We would like to extend the current plan to the end of 2025 and start the planning process in the fall of 2024. One of the current items is to solve the leaking issues, which we're in the middle of. Hilde can make a project in her class to get community feedback.

Kelsey made a motion to extend our current Strategic Plan for another year to 2025 to accomplish our actions. Annie seconded. All in favor.

Disaster plan was tabled. We'll discuss board member rotation next time. Hilde would like to change rotations so we don't lose a third of the board at a time.

November board meeting is currently November 16th, but Hilde is gone. Hilde proposed to move it to November 30th to only discuss the budget and possibly the roof. The December Board meeting is December 21st. Hilde proposes a half hour meeting to approve the budget and save everything else until January. In January we'll return to the full agenda.

Meeting adjourned at 7:05. Vicky Lovell motioned to adjourn. Kelsey Ihry seconded. All in favor.