

## Agenda

### Valley City Barnes County Public Library Board

Date: Thursday, March 19, 2026, 5:30 pm

Members Present: Anita Tulp, Kristi Anderson, Megan Bergman, Dewey Magnuson, Phil Mueller, and Vicky Lovell. Also, present Deedra Froemke from the Carnegie Committee

Members absent: Kelsey Carlson and Dewey Magnuson

- I. **Call to Order** – Vicky Lovell called the meeting to order at 5:30 pm.
- II. **Additions to agenda** – No additions to the agenda. Vicky would like to add a topic for purging books. Phil had questions about an audit and Anita will put it on the next audit. Kristi made a motion to add purging to the agenda. Phil seconded. All in favor.
- III. **Public Comments** – No individual for public comment.
- IV. **Minutes:** February 2026 minutes – Phil motioned to approve the meeting minutes for February. Kristi seconded. All in favor.

V. **Financial Report:**

February Financials – Library should be at 16.6% or less of budget and is currently at 16.4%. Megan motioned to approve the financial report, Kristi seconded.

Roll Call:	Kristi Anderson – Yes	Phil Mueller – Yes
	Megan Bergman – Yes	Vicky Lovell – Yes

VI. **Committee Reports:**

Carnegie Committee report by Deedra Froemke - Met on Tuesday, March 10th. They will hold an event on August 13<sup>th</sup> same as summer nights on central 4-7. Will have music, maybe a live band or DJ. Spent about \$2000 with giveaways already and book prizes. Think they will come in under \$3000. There was a discussion about board approval for purchases at the Carnegie Committee meeting. Kristi will make a motion to give the Carnegie Committee up to \$3000 for the celebration. Phil seconded.

Roll Call:	Kristi Anderson – Yes	Phil Mueller – Yes
	Megan Bergman – Yes	Vicky Lovell – Yes

They will also have a flag retirement ceremony. They have flags and the community can bring in flags. They will have yard games and book giveaway with carnival type games. Expense will be entertainment and root beer and popcorn. Talked about phase 2 which would be how to use the rest of the money for long term bigger type projects. One was to replace the water fountain. They are taking into account long-term commitments with the purchases. Also, discussion about a storage shed or replacement of that. Also, discussion with library of things that patrons can check out such as yard games or fishing equipment. Kristi brought up a changing table in the men's bathroom that needs to be up on the list. Also, discussion about doing something with the office space at the top of the stairs, making it a private room that patrons could use. It will be a meeting space. The committee will be meeting usually the Tuesday before the Board meetings.

VII. **Policy Reviews / approval:** No policy review this month.

VIII. **Old Business:**

Outreach librarian job description first draft – board members will take this job description and discussion on it will be pushed to next meeting.

Information about the Americorp program – Anita will meet next week; their grant program runs from November to October, and they make the call in July. They will find out more about the process next week.

Review of Strategic Plan – Discussion on goal number 3. Adding changing table and staff bathroom renovation is going to be looked at by the Carnegie Committee. Most of the other parts of the goal are longer term goals. The building across the parking lot was sold and needed to look into who bought it. Discussion of goal number

4. Discussion of increasing different recurring adult series. There is already a book club and painting night. There is a lot of possibilities through the NDSU extension services. Start at Goal 5 for next month.

Thoughts for a tagline? Anita put together ideas. Come back next month with anything that might stick out, or that might inspire you. Short, sweet, and easy to remember.

Update of patron computers – Visited with Ryan from the state library and thinks that he can help. Look at our system and see what he can help with. He could help write code if we went through a different system. Melissa is trying to reach out for him to look at the system that we have.

Director's evaluation – table for next month.

IX. **New Business:**

Review of 2025 financials – decision on moving excess funds to capital? (refer to financial policy) - There is \$109,043.23 in the general fund and we could move \$9,000 to Capital funds. Phil made motion to move \$9000 to Capital fund. Kristi seconded.

Roll Call: Kristi Anderson – Yes Phil Mueller – Yes  
Megan Bergman – Yes Vicky Lovell – Yes

Carpet Cleaning proposal – quote for carpet cleaning. Kristi to make a motion to accept that motion and get the carpets clean. Megan seconded.

Roll Call: Kristi Anderson – Yes Phil Mueller – Yes  
Megan Bergman – Yes Vicky Lovell – Yes

Fire Alarm proposals – Electro Watchman and Hi-Line Electric – looked into grants and Scott Manguson from the fire department will look into it as well as he did not know about any grants at this time. Vicky mentions that the Department of Commence has a grant for energy efficiency. South Central Regional Council in Jamestown could help with the grant writing and tell you if you qualify. Anita will look into it and bring it back for the next meeting.

Addition of elevator phone line proposal from BEK – safety issue since there is no phone line in the elevator. There is phone in there, but the line was cut. Add an extra \$20 a month. Phil motioned to add an elevator phone line and Kristi seconded it.

Roll Call: Kristi Anderson – Yes Phil Mueller – Yes  
Megan Bergman – Yes Vicky Lovell – Yes

Book purging - Vicky would like to make it a 10-year rule instead of a 5-year rule. Anita will bring the policy for the next meeting for a policy review, since there are some board members unsure of the policy.

**X. Director’s Report:**

March Director’s Report – Vicky would like Anita to look into the accessibility requirements and bring it back to the board.

**XI. Adjournment** – Kristi motioned to adjourn. Megan seconded. All in favor. Meeting was adjourned at 6:51 pm.

**Next meeting:**

**Thursday, April 16, 2026, 5:30 pm**