

## Meeting Minutes

### Valley City Barnes County Public Library Board

**Date:** November 17, 2022

Attending – Hilde van Gijssel, Deedra Froemke, Vicky Lovell, Allen Blume,  
Annie Beauchman, Dewey Magnuson  
Melissa Lloyd via Zoom (assistant director), Josh Bartels (interim director)  
Guests - Sam Wilke via Zoom (EAPC construction); Mary Soucie (state library)

#### **Call to Order**

Meeting called to order by Hilde van Gijssel at 5:34pm.

#### **Additions to Agenda**

None.

#### **Minutes**

Minutes from the October 20, 2022 meeting were reviewed. Allen Blume motioned to approve; Annie Beauchman second. Motion carried.

#### **Financial Report**

Financials should be at 91%. City and county funds are both 100% received. Allen Blume motioned to approve the financials as presented; Deedra Froemke second. Motion carried.

Roll Call: Vicky Lovell: Y      Deedra Froemke: Y      Dewey Magnuson: Y  
              Hilde van Gijssel: Y      Allen Blume: Y      Annie Beauchman: Y

#### **Director's Report**

An email version was sent out previously. Interim Director Josh Bartels went over a few items in the report. Someone will be coming out to address the issue with mice in the building. Harassment of staff members by a patron has been reported. Police were notified and came to the library. It was suggested that a panic button be installed. Dewey Magnuson will contact the city and police to see about options.

#### **Committee Reports**

Hiring Committee – Deedra Froemke gave an update. The committee has been interviewing applicants and an offer will be made today.

Building Committee – Allen Blume presented a proposal from EAPC Architects to do an assessment of the roof and to provide a quote for repairs. Allen Blume motioned to approve the proposal in the amount of approximately \$8k; Dewey Magnuson second. Motion carried.

Roll Call: Vicky Lovell: Y      Deedra Froemke: Y      Dewey Magnuson: Y  
              Hilde van Gijssel: Y      Allen Blume: Y      Annie Beauchman: Y

#### **Old Business**

Disaster Plan Policy – Item has been tabled for a future meeting.

Job Descriptions – Job descriptions for the Director and Assistant Director were reviewed. Annie Beauchman motioned to approve; Allen Blume second. Motion carried.

**New Business**

Josh Bartels went over the first reading of the 2023 budget. Mills were lower than the 20k increase we were expecting. Funds will be moved from the memorial account to help with the difference. Wages and wage levels were discussed and will be re-evaluated.

An item related to our reconsideration policy was discussed and there will be a policy review in January. The decision was made to remove the item from being on display and it will not be available for checkout currently.

**Adjournment**

Vicky Lovell motioned to adjourn at 7:20pm; Allen Blume second. Motion carried.

**Next Meeting**

**Thursday, December 15<sup>th</sup>, 2022  
5:30pm**