

## Minutes

### Valley City Barnes County Public Library Board

Date: May 9, 2017

Members present: Remick, Metcalf, Dahlberg, Chandler

Members Absent: Botz, Carlsrud

Library Staff Present: Hammel, Jorrison

- I. **Call to Order by VP Metcalf at 5:58 pm**
- II. **Additions to agenda: None**
- III. **Minutes:** Chandler moved, Remick seconded approval of the April 11, 2017 minutes with the following changes: Items 6 and 8 were both approved by unanimous roll call vote. Motion approved unanimously.
- IV. **Financial Report:**
  - A. Jorrison presented the financials. No questions; Board members expressed appreciation for receiving the financials early with plenty of time to review. Remick moved, Chandler seconded acceptance of the financials; unanimous approval by roll call vote.
- V. **Director's Report:**
  1. OCLC project update: the records have been uploaded to OCLC for processing. Director will send in grant reimbursement request to state library this week.
  2. Website update: New website is working well and all comments have been positive. There was a small issue with fraudulent payments to the site however Paymentspring detected them and immediately addressed the issue. Director was notified the next morning. Firespring changed some settings and we have not had any further issues.
  3. West doors: The doors are almost done. Director has talked with painting contractor regarding re-staining doors and refinishing trim on outside and are figuring out best plan of action.
  4. Staff is getting geared up for Summer Learning. The program will not be as big as last year but still should be good.
- VI. **Old Business:**
  1. Strategic Plan (tabled pending completion of Foundation)
  2. Updating board bylaws (tabled pending completion of Foundation)
- VII. **New Business:**
  1. Carpet/floor covering: patrons have commented on the need to update carpet. Board recommended requesting estimates for carpet tile.

2. Estimate for parking lot leveling (rut removal) and adding new gravel provided by Van Dyke Payloader Service @ \$3432.00. Chandler moved approval (using capital improvement account); seconded by Remick. Unanimous approval by roll call vote.
3. Director located a company to rebuild and refinish the door closer for the west doors. Cost is about \$100 plus shipping both ways. Presented for information; should be done by the time the doors are completed.

**VIII. Other: None**

**IX. Adjournment: Metcalf moved, Chandler seconded adjournment at 6:08 pm**

**Next meeting:  
Tuesday June 13, 2017 5:05pm**