

## **Meeting Minutes**

### **Valley City Barnes County Public Library Board**

**Date:** January 20, 2022

Attending: Hilde, Joe, Vicky, Tim, Deedra, Steve (director),

Andrea Nelson (guest, Community Foundation)

Absent: Dewey

#### **Call to Order**

Meeting called to order at 5:32PM by Hilde.

#### **Additions to Agenda**

Andrea Nelson from the Community Foundation gave an update on the endowment fund that was started last year. We have some money available to withdraw or to bank for later. Vicky motioned to bank for now, Joe second. Some discussion was held about using the funds for employee continuing education. It was confirmed with Andrea that we can withdraw the funds at any time should we choose to do so.

Roll Call: Vicky Y Tim Y Joe Y Hilde N

#### **Approval of Minutes**

Minutes from the December 16, 2021 meeting were sent out for review. Joe motioned to approve, Tim second. Approved.

#### **Financial Report**

Director Steve presented the financial report. Currently at 94%, slightly less than expected and over in a few areas but should be corrected during reconciliation in February. Vicky motioned to approve as presented, Tim second.

Roll call was unanimous.

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

Recognition to Sara for going over and above. A patron left her purse in the library the evening before our three day Christmas break. Rather than having the patron worry about her purse, which included her cell phone, Sara drove to the patron's home that night to return it to her.

We have recently received a few complaints regarding items not in the collection. Some may have been weeded or were never in the collection to begin with. For older materials staff has offered the option of Interlibrary Loan. One complaint centered around not having multiple copies of Last of the Mohicans. Our print copy is out and overdue. It has circulated twice since 2005. Additionally, we have a downloadable E-book and audiobook available.

In the past year or so, there has been an increase in challenged materials across the country, particularly in school libraries. Most disturbing has been proposed legislation where individuals can demand removal of library materials without any review. There has also been increasing incidence of similar attempts to censor materials at public libraries.

Director completed annual reviews for staff. Director promoted Cassidy to adult services coordinator. It's essentially what's she has been doing the past year with additional supervisory responsibilities.

#### **Policy Review**

Employee pay and benefits were reviewed. Some suggestions were made pertaining to wording for clarification purposes.

#### **Old Business**

Building repairs are urgently needed to the roof, lighting, and HVAC. The space assessment will be reviewed later. We will need to create a building committee and it was suggested to reach out to Dick Gulmon for support with this.

The interns from VCSU have started and will work on our marketing and branding. No updates as of yet.

MOUs for Litchville Elementary and Barnes County Museum were reviewed. More information to come at the next meeting.

#### **New Business**

The Director would like to implement a short training session for members of the board. Approximately 15 minutes during each monthly meeting to go over a variety of topics.

2021 statistics were reviewed.

Nomination of Deedra Froemke for secretary. Joe motioned to approve, Tim second. Nominations ceased. Motion carried.

#### **Other**

A request was made to supply KN95 masks for staff due to the ongoing covid-19 situation in town. All agreed to go ahead with approval to purchase and distribute the masks as needed.

#### **Adjournment**

Joe motioned to adjourn at 7:12pm, second Tim.

#### **Next meeting:**

**Thursday February 17, 2022 5:30pm**