

Meeting Minutes

Valley City Barnes County Public Library Board

Date: August 18, 2022

Attending – Deedra Froemke, Vicky Lovell, Allen Bloom,
Annie Beauchman, Melissa Lloyd (assistant director)

Absent – Hilde van Gijssel, Josh Bartels (interim director), Dewey Magnuson

Call to Order

Meeting called to order at 5:34 by Allen Blume.

Additions to Agenda

Vicky Lovell motioned to approve the agenda; Deedra Froemke second. Motion carried.

Minutes

Minutes from the July 21, 2022 meeting were reviewed. Deedra Froemke motioned to approve; Annie Beauchman second. Motion carried.

Financial Report

Accountant Amy Johnson was unable to attend but will attend the next meeting to give an in-depth explanation of the P&L. Discussion was had again about making the P&L more readable and having Amy assist with that and a special session has been requested to address the P&L. Deedra Froemke motioned to approve the financials as presented; Annie Beauchman second. Motion carried.

Roll Call: Allen: Y Deedra: Y

Vicky: Y Annie : Y

Director's Report

An email version was sent out previously. Assistant Director Melissa Lloyd discussed a few items. Staffing issues will be an issue going into the Fall but no official notices have been received. State aid of around 12k was received. A large donation of 50k was received from the Bjerke family to be used for the children's library. Melissa will work with the Bjerke family to make sure funds are allocated accordingly. Ribbon cutting and dedication will be done as the project moves forward. Summer Learning numbers were reviewed. Some staff members were ill with covid but it did not impact coverage. New logo swag is in and was displayed and the official reveal is scheduled for Sept 8th. Deedra Froemke motioned to approve the Director's report; Annie Beauchman second. Motion carried.

Committee Reports

Building Committee – There were no members of the committee attending. An update will be given at the next meeting.

Hiring Committee – Deedra Froemke gave an update on the permanent Director position. We had one applicant that withdrew his application due to the wage and commute.

Tech Committee – Allen Blume gave an update. Current cloud security is not the best.

Old Business

Overdue notice letter – Deedra Froemke submitted a revision of the letter. After discussion and suggestions, additional revisions will be made.

Logo reveal event will be on September 8 from 5:30-9pm. The library is open until 7pm and a request was made to close the library early at 5pm. Board members may be needed as volunteers. Annie Beauchman motioned to close the library at 5pm; Deedra Froemke second. Motion carried.

Policy Review has been tabled for next meeting in the interest of time.

Marketing Plan – The second part of grant that we applied for is available and it was initially thought that we do not have any actionable items in our marketing plan so we may not qualify for the second part of the grant. Melissa Lloyd and Josh Bartels will review the criteria again and provide it to the Board so we can assess if we still have items that may qualify.

Cybersecurity quotes – Allen Blume went over some aspects of the quotes. He will follow up with Josh Bartels to create a comparison. Further discussion and Q&A was tabled until the next meeting.

Safe space training was tabled until the next meeting in the interest of time.

New Business

Our current maternity leave and FMLA policy will need to be reviewed and updated. Unpaid options/alternatives were discussed.

Other

Deedra Froemke will be absent the next 2 meetings. Allen Blume will fill in minute-taking duties, along with hiring committee duties as needed.

Adjournment

Deedra Froemke motioned to adjourn; Vicky Lovell second. Adjourned at 7:28pm.

Next meeting:

Thursday September 15, 2022 5:30pm