Agenda

Valley City Barnes County Public Library Board

Date: Thursday, August 20th, 2026, 5:30 pm

Members Present: Kelsey Carlson, Megan Bergman, Vicky Lovell, Phil Mueller, and David Kline,
Members Absent: Anita Tulp, and Kristi Anderson,
Also present: Melissa Lloyd

I. **Call to Order** - Vicky called the meeting to order at 5:29 pm.

II. **Additions to agenda –** Add the date change for the September meeting. Kelsey accept the agenda with addition, Phil seconded. All in Favor.

III. **Public Comments** - No individual for public comment.

IV. Minutes:

July 2025 minutes - Kesley motioned to approve the meeting minutes for July, Megan seconded. All in favor.

V. Financial Report:

December Financials – Library should be at or less of budget around 60% and is at thus far 61.8%. Kelsey motioned to approve the financial report, Phil seconded.

Roll Call:	David Kline - yes	Vicky Lovell – yes
	Phil Mueller - yes	Kelsey Carlson – yes
	Megan Bergman - yes	

VI. Committee Reports:

Carnegie Committee report by Deedra Froemke. There will be a final Carnegie committee in September and will come to a future meeting to give report.

VII. Policy Reviews / approval

Meeting Room Policy Review – second reading. Phil moved to approved this policy with bolding the title of Question about events scheduled outside the library hours. Kelsey seconded. All in favor.

VIII. Old Business:

Review of Strategic Plan draft – Melissa will email copy and gave physical copies to members and they will review and bring back to next meeting.

Thoughts for a tagline – tabled to next meeting.

Fire Alarm System Installed scheduled for August 17th - pretty much fully instated and ready to go. Staff was trained on how to reset it and they need to come back to make sure the elevator shuts down. It will have to be approved by the fire marshal.

Library Audit – tabled at the last meeting – waiting on estimates for a smaller audits, tabled for next meeting.

Library Security Cameras - Anita contacted Bek and we could purchase the cameras up front with no monitoring or lease them from Bek and pay a monthly fee and they will do the maintenance on them. Table to wait for the quotes.

IX. New Business:

Proposal for Cybrarian presented by Melissa – Userful is no longer in business and will be no longer able to use until the end of 2026. They look at our budget and give a discount based on that. Initial set up fee would be $824.90 and annual Subscription License Renewal would be $799.95. Next week staff have a demo and then they will have a free trial. Kelsey motioned to approve the subscription to get started. Phil seconded.

Roll Call:	David Kline - yes	Vicky Lovell – yes
	Phil Mueller - yes	Kelsey Carlson – yes
	Megan Bergman - yes	

Change to September meeting due to staff shortage – meeting will be September 24th.

X. Director's Report:

August Director's Report - Melissa will email out the award letters for Caitlyn and Sara.

XI. **Adjournment** – Phil motioned to adjourn. Kelsey seconded. All in favor. Meeting was adjourned at 6:33 pm.

Next meeting:
Thursday, September 24, 2026, 5:30 pm