

Valley City/Barnes County Public Library Board meeting Minutes
Tuesday, June 9, 2015 5:15 pm at the Library

Members present:, Margaret Dahlberg, Mike Metcalf, Madeline Luke, Liz Johnson

Library Staff present: Steve Hammel (Director))

Absent Kayln Botz

Visitors: Roberta Lemnus and Melissa Remick

I. Call to Order by Vice President Johnson at 5:16

II. Additions to agenda -- none

III. Minutes: May 12, 2015 approved by unanimous roll-call vote

**IV. Introduction of Visitors: Roberta Lemnus, new adult services librarian;
Melissa Remick – potential board member**

V. Financial Report:

1. Corrine reports that we received funds from United Way and the County this month. We paid for the completed masonry work this past month; all accounts are tracking as expected.
2. 2014 budget reconciliation has been completed. We ended pretty well. The Director anticipates being able to make better budgeting and planning decisions with two years of completed budgets behind him.
3. Metcalf moved, Luke seconded to accept the financial report. Approved by unanimous roll-call vote.

VI. Director's Report:

1. Susan Jorissen finished assisting us with the update of our Quickbooks setup and our bookkeeping practices. Final bill for her services was \$1000.
2. Director met with Matt Pederson regarding the audit. Unfortunately Matt will be unable to do the work since he served on the board during the time period the audit covers. Director is investigating other options.
3. Painting is proceeding. Downspouts have been completed. We have received numerous compliments.
4. Flagpole has been ordered.
5. BEK has been scheduled to install the new VOIP phone system on the 23rd
6. Director is now appearing twice a month on KOVC, the first and third Wednesday
7. Library stats for the month show an increase in new cards, and a larger group of children enrolled in the Summer Reading Program.

VII. New Business:

1. Gift for Liz Hoskisson's retirement; Luke moved, Metcalf seconded giving Liz a \$100 gift certificate as a thank you gift. Motion carried by unanimous roll-call vote.
2. Luke volunteered to organize a flag-raising, re-dedication of the library after the flagpole is set and the painting is completed.

VIII. Other:

1. Director's performance review Metcalf moved, Luke seconded a 10% salary increase for the Director, effective June 16, 2015; motion carried by unanimous roll-call vote. Board members submitted their evaluations; the President pro tem will meet with the Director to review the evaluations before the next meeting.

IX. Adjournment at 6:07 pm.

**Next meeting:
Tuesday July 14, 2015 5:15pm**