

Minutes

Valley City Barnes County Public Library Board

Date: July 16, 2020

- I. **Call to Order.** Meeting called to order at 5:33. In attendance Melissa Remick, Steve Hammel, Hilde van Gijssel, Dick Gulmon, Tim Kadrmas and Joe De Masi. Not attending Vicky Lovell.
- II. **Additions to agenda:**
- III. **Minutes:**

JD made motion to approve minutes from May and June. 2nd DG. Vote all approved.
- IV. **Financial Report:**
 1. Target for budget is 50%. Motion to approve the financials as presented MR, 2nd JD. Roll call vote: each approve.
- V. **Director's Report:**
 1. Staffing concerns are the main issue. Steve will have a more comprehensive plan for how to fill those positions for the next meeting. Is looking at working with VCSU for a possible intern, and maybe opening up the search for a Teen/YA coordinator to attract a qualified candidate. There are also some people who have offered to volunteer.
- VI. **Policy Review:**
 1. Motion to approve Hiring Director Policy JD. 2nd DG. All approve.
 2. Table the Staff Employment Policy until next meeting.
- VII. **Old Business:**
 1. Reopening the Library: Letter from President of the Board to City and County Commissioners. This outlines the new rules for opening the library in a limited way. Motion to send this letter our to City and County Commission DG 2nd JD. Vote all approved.
 2. The strategic plan discussion with a new chart with objective outcomes. Will set a separate meeting to sit down as a group to fill in outcomes and assignments.
 3. Transfer of Proequities account to Library Foundation Board. Motion to approve transfer of Proequities account to Library Foundation control JD 2nd MR. Roll Call vote each approve
 4. Question on Open Meetings
- VIII. **New Business:**

1. Welcome to Dick Gulmon as our new city representative.
 2. Invoice for ILS cost sharing at Litchville. Motion to approve sending the invoice to Litchville JD 2nd DG. All approved
 3. Estimate for air sanitizer and ionizer in HVAC. Motion to approve the expenditure GD 2nd JD. Possibly pull the money out of the Capital Expenses account. Roll Call vote each approved.
 4. Melissa Lloyd Tuition assistance. The library board needs further discussion. Need to create a policy if we are considering. HvG and MR will look at different policies and bring more information back to the board next meeting.
- IX. Other:** Board Elections are 1-year term. Current positions are HvG as President, JD as Vice-president, MR as secretary & Ross Powell as treasurer. Motion to elect Hilde vanGjissel as President, Joe DeMasi as Vice President, Melissa Remick as Secretary. Tim Kadrmass as Treasurer. 2nd JD. All approved
- X. Adjournment:** motion to adjourn by JD 2nd MR . Meeting adjourned at 6:53

**Next meeting:
Thursday August 20, 2020**