

## **Meeting Minutes**

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

**Date:** October 20th, 2022

Attending – Hilde van Gijssel, Deedra Froemke, Vicky Lovell, Allen Blume,  
Annie Beauchman, Dewey Magnuson  
Melissa Lloyd (assistant director), Josh Bartels (interim director)  
Many guests from the community

Via Zoom - Mary Soucie (State Librarian)

A press release was read by President Hilde van Gijssel. Printed copies were distributed to those present.

#### **Call to Order**

Meeting called to order at 5:35 by Hilde van Gijssel.

#### **Additions to Agenda**

None.

#### **Minutes**

Minutes from the September 15, 2022 meeting were reviewed. Allen Blume motioned to approve pending one omission; Vicky Lovell second. Motion carried.

#### **Financial Report**

Financials are on track at 75%. We have received 86% of the city income and 90% of the county income. Allen Blume motioned to approve the financials as presented; Deedra Froemke second. Motion carried.

Roll Call:      Vicky Lovell: Y      Deedra Froemke: Y      Dewey Magnuson: Y  
                    Hilde van Gijssel: Y      Allen Blume: Y      Annie Beauchman: Y

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

An email version was sent out previously. Interim Director Josh Bartels discussed a few items in the report. Plans are moving forward for the Harry Potter themed room with the donation received from the Bjerke family. Allen Blume motioned to approve the Director's report; Deedra Froemke second. Motion carried.

## **Committee Reports**

Building Committee – Allen Blume gave an update. He met with the library foundation to discuss options. No funding will be allocated until a contractor has been hired.

Hiring Committee – Deedra Froemke gave an update on the permanent Director position. We have 2 applicants and will be moving forward with interviews soon.

## **Board Training**

The board packet was discussed and all members were encouraged to review the packet before each meeting.

## **Policy Review**

Patron Confidentiality policy was reviewed. Vicky Lovelle motioned to approve; Allen Blume second. Motion carried.

Unattended Children and Vulnerable Adults Policy was reviewed and some clarification was suggested. Policy was tabled for the next meeting, pending additional information.

Reconsideration Response Letter was reviewed and revisions were suggested. The board requested to see both the approval and denial forms of the letter. Deedra Froemke motioned to approve with the updates; Allen Blume second. Motion carried.

A first reading of the Disaster Plan Policy was presented and the board was encouraged to read through the policy thoroughly.

## **Old Business**

Cybersecurity quotes – Josh Bartels presented the two quotes that we have received. Dewey Magnuson motioned to approve the Corp Tech quote; Allen Blume second. Motion carried.

Roll Call:        Vicky Lovell: Y            Deedra Froemke: Y        Dewey Magnuson: Y  
                      Hilde van Gijssel: Y        Allen Blume: Y            Annie Beauchman: Y

A first reading of the updated job descriptions was presented. The marketing plan discussion has been tabled for the next meeting.

## **New Business**

Assistant Director Melissa Lloyd gave an update on the Demco book browser, which would help us to store holiday/seasonal books that need to be moved and is priced at \$5162.93. A \$5000 donation from the Eagles would cover most of the cost and we have also received \$200 from Kiwanis. Allen Blume motioned to approve; Dewey Magnuson second. Motion carried.

Roll Call:        Vicky Lovell: Y            Deedra Froemke: Y        Dewey Magnuson: Y  
                      Hilde van Gijssel: Y        Allen Blume: Y            Annie Beauchman: Y

**Other**

None.

**Adjournment**

Allen Blume motioned to adjourn; Vicky Lovell second. Adjourned at 6:43pm.

**Next meeting:**

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