

Valley City Barnes County Public Library Board Minutes

Date: July 11, 2017

- I. **Call to Order to order by Vice President Metcalf at 5:05 pm**
- II. **Additions to agenda:** Bill for doors added to Director Report; Melissa moved to approve the agenda; Dahlberg seconded; approved unanimously
- III. **Minutes:**
June 13, 2017 Approved as presented; Melissa moved/Dahlberg seconded; approved unanimously
- IV. **Financial Report:**
Received via email last week. Dahlberg moved acceptance of financials; Remick seconded; Unanimous approval by roll call vote.
- V. **Director's Report:**
 1. Summer learning: Summer Learning Signup as of July 5th, Kids- 201 Signed up; 4 Completed. Teens- 55 Signed up; 6 Completed
 2. Parking lot re-graveling work is completed.
 3. Travis has been promoted to half time to fill the spot vacated by Kathleen.
 4. Sara is actively seeking a fulltime professional position. Please note YA programming statistics so far this year.
 5. Received the bills for the front door:
 - a. Pederson \$853.48
 - b. McAllister \$500
 - c. Integrity (for sanding and varnish on the frame) \$2040
- VI. **Policy Review:**
 1. The Board reviewed the Employee pay and benefits policy (adopted March 11, 2014). Director indicated that policy is working fine. Metcalf moved to approve the policy review as of July 2017; approved unanimously.
- VII. **Old Business:**
 1. Flooring – staff is looking at and comparing patterns and colors;
 2. Fundraising line item—determined that we will use the “donations” line item since the library is not a fund-raising organization. Director will talk to Susan to clarify how this will appear in Financials in the future.
 3. Prints from Shelley Williamson. Four prints have been donated for fundraising purposes. The board continued planning ways to utilize these prints, including a ribbon-cutting for the new doors and discussed publicity options.

4. Landscaping. Botz suggested consulting with Open Door to see if they can manage maintenance for the remainder of the summer (after Eric leaves for college). Director recommended updating the foundation plantings when the new door is installed; he will ask for some quotes to determine viability.
5. Strategic Plan and Updating board bylaws (tabled pending completion of Foundation); Metcalf will ask the county attorney to review the current bylaws to begin the review process.

VIII. New Business:

1. Employee retirement accounts—tabled for next meeting
2. Parking lot; spaces and stops. Use by high school students. Director will contact City Commissioner Bishop for guidance. Discussion regarding leasing spots annually to high school staff/students ensued.
3. Kelly Tabor, former owner of the Broken Spoke has indicated he would be willing to donate the pair of lions statues he had in front of the restaurant. Director will request pictures and dimensions. Board member expressed concern regarding use of chalk on the lions.

IX. Other: None

X. Adjournment at 6:00 pm

**Next meeting:
Tuesday August 8, 2017 5:05pm**