

Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, February 10, 2021

Board members present were Jay Nitschke, Char Freeberg, Pam Phillips, Joan Morris, Emaline Roorda, and City Ex-Officio David Schloegel. Absent was Carolgene Wolf. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, and Friends of JRVLS Treasurer Katie Webster.

Jay called the meeting to order at 3:33 pm.

MINUTES

Pam made a motion to approve the January 11 minutes, seconded by Char. Unanimous aye. Motion carried.

FINANCIALS

Joe gave the financial report for January 2021.

BILLS TO BE PAID AND PAYROLL AS PAID

Emmy made a motion to approve the bills to be paid and the payroll as paid, seconded by Pam. Roll call voted showed 5 ayes, 0 nays. 1 absent. Motion carried.

VERIZON AND CENTURY LINK BILLS

Joe informed the board that future Verizon and Century Link bills will be paid by direct payment.

AUTOPAY

Joe informed the board that auto pay will be coming for heating and electrical utilities.

BANK STATEMENTS

Joe will be including bank statements in the monthly board information to show auto payments.

BUDGET UPDATE

Pam made a motion to accept the revised budget as explained by Joe, seconded by Char. Roll call vote showed 5 ayes, 0 nays. 1 absent. Motion carried.

FUND BALANCE SAVINGS

Pam made a motion to retain the fund balance savings in the library checking account as per the description included with the revised budget, seconded by Emmy. Roll call vote showed 5 ayes, 0 nays. 1 absent.

PREAUTHORIZATION OF PAYROLL HOURS AND POSTAGE

Pam made a motion to preauthorize payroll hours and postage, seconded by Char. Roll call vote showed 5 ayes, 0 nays. 1 absent. Motion carried.

JLG ARCHITECTS PROPOSAL

Char made a motion to accept JLG Architects proposal. Motion failed due to lack of a second.

LIBRARY BUILDING COMMITTEE

Joan made a motion to have Joe form a building/construction committee to study possible relocation of Stutsman County Library, seconded by Pam. Roll call vote showed 5 ayes, 0 nays. 1 absent. Motion carried.

CARPET FOR SCL

Emmy made a motion to accept Home Design Center's bid for carpet at SCL, seconded by Joan. Roll call vote showed 5 ayes, 0 nays. 1 absent. Motion carried.

BUSINESS PLAN DRAFT

Joe shared with the library board the business plan draft he is working on.

REPORT OF THE FRIENDS OF THE LIBRARY

Katie reported that the Friends of the Library are moving forward with new members. They have been talking about selling bags as a fundraiser. They are currently working on the fundraising letter with Joe. Joe said that Kennedy Consulting will be working with Joe, Jill, and Katie to help with the fundraising letter as pre-approved by the Library Board.

REPORT OF THE LIBRARY DIRECTOR

Joe reviewed the following items in his report:

- Statistics were presented for January
- Joe shared thanks from a new member of our community
- Joe to give library update at the County Commission meeting Tuesday, February 16
- Joe will have radio interviews with Warren Abrahamson on a monthly basis
- Meeting room AV project update
- Another donation in memory of Madeline C. Bellows for 3D printer and cabinetry at ADPL
- A new logo will be presented to the board for approval at an upcoming meeting
- Nichole Greshik reported on the current status of the Library of Things

NEXT BOARD MEETING

The next board meeting is Wednesday, March 10, 2021, 3:30 pm, via Zoom.

ADJOURNMENT

Pam motioned to adjourn the meeting at 5:02 pm, seconded by Joan. Unanimous aye. Motion carried.

Respectfully submitted,

Jill Pfaff