

Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, June 14, 2023

Board members present were Pam Phillips, Robert Hoekstra, Char Freeberg, Joan Morris, Gail Martin, and Jackie Barnes. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, and Abby Geroux. Absent was Emmy Roorda and *City Ex-Officio* David Schloegel.

Pam called the meeting to order at 3:30 pm.

APPROVAL OF THE MINUTES

Char made a motion to accept the May 10 minutes, seconded by Robert. Unanimous aye. Motion carried.

REMARKS FROM THE PRESIDENT

Pam requested those in attendance try to keep extraneous things to a minimum in order to get through the large number of items on the agenda.

FINANCIALS

Joe gave the financial report for the month of May.

BILLS TO BE PAID, PAYROLL AS PAID, AUTO PAY PAID, AND AMAZON TO BE PAID

Gail made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$2161.23 Amazon EFT, seconded by Jackie. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

REAL ESTATE REPRESENTATION CONTRACT

Joe informed the board Abby Geroux is currently working on the real estate representation contract and will present it at a future meeting.

CHALLENGE POLICY UPDATES FOR HB 1205

Abby Geroux reviewed the Challenge Policy updates for HB 1205 with the board.

Char made a motion to approve the Challenge Policy updates with changes as recommended by the library board, seconded by Robert. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

COLLECTION DEVELOPMENT POLICY UPDATES FOR HB 1205

Joe reviewed the Collection Development Policy updates with the board.

Robert made a motion to approve the Collection Development Policy updates, seconded by Char. Roll call vote showed 6 ayes. 0 nays. 1 absent. Motion carried.

WATER INCIDENT UPDATE

Joe reported invoices already paid by the library have been sent to NDIRF and they are processing them for reimbursement. NDIRF has sent a preliminary check of approximately \$7,500 for damaged books. Some replacement books have been ordered, so those invoices will be sent to NDRIF also. NDIRF has requested estimates for the work that still needs to be done and that is being worked on now.

REVISED BUDGET 2023 AND BUDGET FOR 2024

Joe reviewed the proposed revised 2023 budget and budget for 2024.

Gail made a motion to approve the revised 2024 budget and budget for 2024, seconded by Robert. Roll call voted showed 5 ayes, 1 nay (Morris). 1 absent. Motion carried.

2022 REPORT OF THE LIBRARY BOARD

Robert made a motion to approve the 2022 Report of the Library Board as presented by Joe, seconded by Char. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

MILL LEVY REQUEST 2024

Char made a motion to approve the 2024 Mill Levy request, seconded by Robert. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

REQUEST TO CLOSE THE LIBRARY SYSTEM FOR ONE WEEK SO ALL STAFF MAY PARTICIPATE IN THE REQUIRED REVIEW OF COLLECTION

Joe shared a time estimate for review of Children and Teen collections. Joe requested approval from the board to close the library system for one week so all staff may participate in the required review of the collection.

Char made a motion to close the library system for one week, seconded by Jackie.

Robert called for the question to end debate. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

Roll call vote for the original motion showed 2 ayes, 4 nays (Hoekstra, Morris, Martin, and Barnes). Motion failed.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of May
 - Patron count: 4,745
 - Patron cards: 7,626
 - Libby/Overdrive usage: 1,853
 - Hoopla usage: 334 uses for a total of \$685.94
 - Item usage: 6,686
 - Computer usage: 555 (ADPL) and 124 (SCL)
- Audit report will be at the next library board meeting
- Library is receiving a \$5,000 grant to the Friends from America's Farmers Grow Communities Bayer Fund program. Thanks to Barb Williams who put the library in for it and thanks to Bayer. The money will be used for S.T.E.M. programming.
- Joe reported the Summer Reading Kickoff event was a success with 353 attendees. Attendance at story time has been great ever since.
- Dr. Steve Martens (NDSU) and Mark Strand will present a talk on Jamestown's unique examples of Prairie Style Architecture, Tuesday, June 27, 6:30 pm, ADPL

DISCUSSION OF POTENTIAL PROPERTY FOR LIBRARY EXPANSION

Joe began a discussion about potential property for library expansion, which includes Maranatha building and the former Masonic Temple. Joe and several board members toured both buildings with the realtors. Joe explained both buildings present unique opportunities for expansion. He said both owners of the buildings are willing to talk with the library board. Joe also reviewed the benefits and challenges of the Maranatha building and former Masonic Temple. Joe recommended the library do their due diligence on both buildings to see if they are viable options. Joe also informed the board he is hoping to hear dollar amounts of each building by the July board meeting. After board members discussed the buildings, no decision was made.

NEXT BOARD MEETING

Next regular board meeting Wednesday, July 12, 2023, 3:30 pm, ADPL.

ADJOURNMENT

Robert motioned to adjourn the board meeting at 4:56 pm, seconded by Char.

Respectfully submitted,

Jill Pfaff