

**Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, May 13, 2026**

Board members present were Emmy Roorda, Jackie Barnes, David Schloegel, Denise Waldie, Amanda Hastings, Melissa Thury and Meranda Vetsch. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, and Friends of JRVLS President Ashley Strukel.

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

APPROVAL OF THE MINUTES

Denise made a motion to accept the April 8 minutes, seconded by Melissa. Unanimous aye. Motion carried.

UPDATE FOR SIGNERS FOR JRVLS BANK ACCOUNTS AND CDS

Joe informed the board he has a US Bank form that needs signatures from the new signers. Once it is signed, he will send it back to US Bank. Unison bank, FCCU, and Bank Forward have all the necessary paperwork and new signers will need to contact the bank representatives to set up a time to sign.

FINANCIALS

Joe gave the financial report for the month of April.

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

Amanda made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$6,810.15 Amazon EFT, seconded by Emmy. Roll call vote showed 7 ayes, 0 nays, 0 absent. Motion carried.

MARKETING PLAN

Joe presented the finalized version of the Marketing Plan. He thanked University of Jamestown marketing class, JRVLS Library Board, and Friends of JRVLS for their input.

Meranda made a motion to approve the Marketing Plan as presented by Joe, seconded by David. Roll call vote showed 7 ayes, 0 nays, 0 absent. Motion carried.

AUTHORIZATION TO UPDATE CD AT BANK FORWARD

Amanda made a motion to authorize Joe or another authorized bank signer to update the expiring CD at Bank Forward, seconded by Denise. Roll call vote showed 7 ayes, 0 nays, 0 absent. Motion carried.

PROPOSED PAYSCALE

Joe provided the 2025 rankings of where JRVLS falls among the other libraries in the state. The statistics include population (#10), physical items (#6), circulation (#8), visitors (#8), programs (#6), and program attendance (#9).

Joe also provided 2025 ranking for FTE staff including pay & wages. JRVLS ranks #12 against the other libraries in the state. JRVLS director salary is also at #12 compared to those same libraries.

Joe shared a proposed pay scale with the board for discussion.

Joe will provide options at the next meeting.

2026 REVISED BUDGET AND 2027 BUDGET REQUEST DRAFT

Joe shared the 2026 revised budget and 2027 budget request draft for discussion. Joe will revise for next meeting.

Amanda and Melissa left at 4:47 pm.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of April
 - Patron count: 5,924
 - Patron cards: 8,298
 - Libby/Overdrive usage: 2,299
 - Hoopla usage: 746 uses for a total of \$1,789.38
 - Item usage: 6,999
 - Computer usage: 836 (ADPL) and 161 (SCL)
- Director continuing education – NDSL Virtual Conference Wed., April 29
- Program report
 - Jigsaw Puzzle Competition – 76 attendees
 - Library tours with elementary school classes have started
 - Bird Watching Tour – May 29, 8am-3pm
 - Fantasy Faire – May 30, 1-3 pm
 - Summer Reading Program Kick-Off begins June 1
- New board member orientation will be scheduled once the newest board member starts in July

NEXT BOARD MEETING

Next regular board meeting Wednesday, June 10, 2026, 3:30 pm, ADPL.

ADJOURNMENT

Jackie adjourned the meeting at 4:55 pm.

Respectfully submitted,

Jill Pfaff
Secretary