

Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, September 13, 2023

Board members present were Pam Phillips, Robert Hoekstra, Char Freeberg, Emmy Roorda, Joan Morris, Gail Martin, and Jackie Barnes. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, and JLG Architect Lee Dobrinz (arrived via Zoom at 4:00 pm). Absent was *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 August 9 minutes, seconded by Robert. Unanimous aye. Motion carried.

FINANCIALS

Joe gave the financial report for the month of August.

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

Robert made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$3,151.21 Amazon EFT, seconded by Gail. Roll call vote showed 7 ayes, 0 nays, 0 absent. Motion carried.

STRATEGIC PLAN, GOAL 2

The library board decided not to vote on Strategic Plan - Goal 2 until the changes discussed by the board are made.

WATER INCIDENT UPDATE

The library is still receiving reimbursement checks for book purchases. Decorating by Charlie will be painting the damaged areas around mid-October. The ceiling and floor work will come after the painting is complete.

CONTRACT WITH JLG ARCHITECTS FOR A SITE STUDY

Joe shared the original floor plans of the Masonic building with the board. He also gave conceptual library space ideas if the building is to be a viable option for the library.

Lee Dobrinz with JLG Architects presented a proposal to perform a site study at the former Masonic Lodge building.

Char made a motion to accept the proposal from JLG Architects, seconded by Jackie. Roll call vote showed 4 ayes, 3 nays (Hoekstra, Morris, and Martin). 0 absent. Motion carried.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of August
 - Patron count: 4,236
 - Patron cards: 7,792
 - Libby/Overdrive usage: 2,067
 - Hoopla usage: 411 uses for a total of \$895.80
 - Item usage: 9,854
 - Computer usage: 658 (ADPL) and 159 (SCL)

- Staff meeting highlights
 - Reviewed emergency plan draft
 - Discussed behavior expectations for after-school children
 - Discussed progress of book review
- Joe will be at NDLA in Fargo October 12th and 13th

NEXT BOARD MEETING

Next regular board meeting Wednesday, October 11, 2023, 3:30 pm, ADPL.

ADJOURNMENT

Pam adjourned the meeting at 4:52 pm.

Respectfully submitted,

Jill Pfaff