

**Minutes of the James River Valley Library System Board of Directors**  
**Library Board Meeting**  
**Wednesday, September 10, 2025**

Board members present were Jackie Barnes, *City Ex-Officio* David Schloegel (3:46 pm), Sarah Hellekson, Jessica Alonge, Denise Waldie, and Amanda Hastings. Absent were Emmy Roorda and Gail Martin. Also present were Library Director Joe Rector and Assistant Director Jill Pfaff.

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

APPROVAL OF THE MINUTES

Amanda made a motion to accept the July 9 amended minutes and August 13 minutes, seconded by Jackie. Unanimous aye. Motion carried.

FINANCIALS

Joe gave the financial report for the month of August.

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

Joe reported an additional \$141.72 has been received from the Shirley Meidinger bequest to Alfred Dickey Library.

Sarah made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$2,267.45 Amazon EFT, seconded by Amanda. Roll call vote showed 5 ayes, 0 nays. 2 absent. Motion carried.

CITY/COUNTY LIBRARY UPDATE

Sarah reported she and Jessica met in August to discuss more on the value of assets. They plan to meet again in October. Sarah and Jessica will likely have a report for the library board in January.

INDEPENDENT MONTHLY FINANCIAL REVIEW AND ASSET/LIABILITY REVIEW FOR DISSOLUTION PROCESS

Joe requested a monthly financial review and assistance with the asset/liability review for the dissolution process from Business Support Services, INC.

Jackie made a motion to accept the engagement letter from Business Support Services, INC for services as described, seconded by Amanda. Roll call voted showed 5 ayes, 0 nays. 2 absent. Motion carried.

HISTORIC JAMESTOWN LIBRARY DOCUMENTS TO ND HISTORICAL SOCIETY FOR DIGITIZING AND PRESERVATION

Joe informed the board, after discussions with Sarah and Jessica, he plans to donate historic Jamestown Library documents to North Dakota Historical Society for digitizing and preservation.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of July
  - Patron count: 5,269
  - Patron cards: 7,972
  - Libby/Overdrive usage: 2,371
  - Hoopla usage: 587 uses for a total of \$1,386.33
  - Item usage: 6,184
  - Computer usage: 748 (ADPL) and 108 (SCL)

- Jill gave a Summer Reading Program report. 635 children (ages 3-13), 17 teens (ages 13-18), and 43 adults (ages 18 plus) participated in the Summer Reading Program. There were a total of 36 programs with 2,095 attendees.
- North Dakota Book and Art Festival coming up September 20, 10-5
- 1000 Books Before Kindergarten program began September 1. Each child under 5 will receive a free book and keepsake reading log. Reading prizes given for completed log.

NEXT BOARD MEETING

Next regular board meeting Wednesday, October 8, 2025, 3:30 pm, ADPL.

ADJOURNMENT

Jessica motioned to adjourn the meeting at 3:54 pm.

Respectfully submitted,

Jill Pfaff