

**Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, April 14, 2021**

Board members present were Jay Nitschke, Char Freeberg, Pam Phillips, Joan Morris, Carolgene Wolf, Emaline Roorda, and Gail Martin. Absent was City Ex-Officio David Schloegel. 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 3:30 pm.

MINUTES

Carolgene made a motion to approve the March 10 minutes, seconded by Pam. Unanimous aye. Motion carried.

BOARD ORIENTATION

Joe reviewed the board member orientation as indicated in the strategic plan as an education activity.

FINANCIALS

Joe reviewed the March financials.

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

Carolgene made a motion to approve the bills to be paid, the payroll as paid, and auto pay as paid, seconded by Char. Roll call vote showed 7 ayes, 0 nays. Motion carried

BUILDING COMMITTEE UPDATE

Joe informed the board that the building committee meetings will be held on the 4th Wednesday of each month at 12:00 pm, beginning April 28th.

PROCESS OF THE BUILDING FUND REQUEST

Joe shared the timeline of the building fund request. If everything goes according to plan, the request should go through by June 7th.

APPROVAL OF FORMAL REQUEST LETTER FOR THE BUILDING FUND REQUEST

Char made a motion to approve the formal request letter for the building fund request, seconded by Carolgene. Roll call vote showed 7 ayes, 0 nays. Motion carried.

Char made a motion to amend the motion to add the wording "to purchase land" for the possible construction, seconded by Carolgene. Roll call vote showed 7 ayes, 0 nays. Motion carried.

NOTIFICATION OF UPCOMING BUILDING FUND POLICY VOTE (PROPOSED WORDING SUBJECT TO CHANGE)

Funds will be set aside in the City of Jamestown's Library Building fund for the purpose of construction, addition, alteration, or purchasing a building to be used as a public library. If the Board of Directors so determines that the funds should be moved into the Library's general fund, the Board will pass a resolution directing the City to transfer the funds.

PHASE 2C (OR 3?) REOPENING PLAN

Gail made a motion to adopt the changes made to the reopening plan and name it Phase 2C, seconded by Carolgene. Roll call vote showed 7 ayes, 0 nays. Motion carried.

ELECTION OF BOARD TREASURER

Pam made a motion to appoint Emmy Roorda as Treasurer, seconded by Gail. Roll call vote showed 7 ayes, 0 nays. Motion carried.

REPORT OF THE FRIENDS OF THE LIBRARY

Katie reported that the Friends of the Library are currently working on the fundraising letter. They are also looking at their website and logo and will be working on updating them. The Friends have been discussing sponsoring outdoor library programming for the summer. Katie said they continue to work on adding more members to the Friends of the Library.

REPORT OF THE LBIRARY DIRECTOR

- Joe presented the statistics for the month of April
- Staff meeting report: reopening plan and results of the staff survey regarding library expansion were discussed
- Joe recommended that public meetings should be scheduled seeking public input regarding library expansion once COVID-19 restrictions are lifted
- Update on recent projects: carpet at SCL and audio/visual equipment in the meeting room have been completed
- The bookmobile has received a grant of \$1500 for summer programming
- Joe and Jill attended a hospital auxiliary meeting, where they gave a brief talk on the current happenings at the library and what services the library offers

NEXT BOARD MEETING

The next board meeting is Wednesday, May 12, 2021, 3:30 pm, ADPL.

ADJOURNMENT

Jay adjourned the meeting at 5:24 pm.

Respectfully submitted,

Jill Pfaff