

**Minutes of the James River Valley Library System Board of Directors**  
**Library Board Meeting**  
**Wednesday, May 10, 2023**

Board members present were Pam Phillips, Robert Hoekstra, Char Freeberg (arrived at 3:35 pm), Emmy Roorda, Joan Morris, Gail Martin, and Jackie Barnes. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, Friends members Bill Kennedy and Amanda Tolls, and realtors Austin Bauer and Beth Keller. Absent was *City Ex-Officio* David Schloegel.

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

APPROVAL OF THE MINUTES

Robert made a motion to accept the April 12 minutes, seconded by Emmy. Unanimous aye. Motion carried.

REMARKS FROM THE PRESIDENT

Pam informed all present that there will be an executive session coming up during the meeting. She stated those that are not part of the executive board will need to temporarily leave the meeting until the session is completed.

REPORT FROM THE FRIENDS

Amanda reported the Friends celebrated National Library Week by having treasure hunts, Guess the Book in the Jar games, and cookies and lemonade at SCL. She also reported Katie and Jill are in the process of working to get all the data transferred from eTapestry to Bloomerang.

FINANCIALS

Joe gave the financial report for the month of April.

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 \$696.40 Amazon EFT, seconded by Char. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

EXECUTIVE SESSION BEGINS

Robert made a motion to move into executive session pursuant to N.D.C.C. 44-04-19.2 & 44-04-19.1(9) because the Board believes that an open session would have an adverse fiscal effect on the bargaining position of the Library Board in this matter, seconded by Emmy. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

RE-OPEN MEETING

Gail made a motion to leave executive session, seconded by Jackie. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried

OPPORTUNITY FOR VOTE(S) BASED UPON EXECUTIVE SESSION

Austin reviewed the realtor contract with the board. The contract will be reviewed by the library attorney.

WATER INCIDENT UPDATE

Joe reported the insurance company still doesn't have answers to their questions from the adjuster. Joe is going to begin submitting bills for reimbursement for the things that the library has already paid for. NDIRF has given Joe permission to reach out to contractors for bids to repair the areas affected. NDIRF they will be paying the library invoice by invoice to replace the damaged books.

#### UPDATE ON HB 1205

Joe reviewed HB 1205 with the board.

#### REVIEW OF MATERIALS CHALLENGE POLICY FOR HB 1205

Joe reviewed the materials challenge policy with the board. He has asked the attorney to review the policy and make suggestions for revision.

#### DISCUSS PROCESS FOR REVIEW OF LIBRARY COLLECTION FOR HB 1205

Joe is currently working on a process and will bring it to the board at the next meeting.

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

Due to the length of time it will take to review the items as required by HB 1205, Joe suggested closure of the library system for one week, so all staff may help in the review process.

Char made a motion to close the library as needed to review items. The motion died for lack of a second.

#### REQUEST TO END ALL OFFICIAL COVID MEASURES AT THE LIBRARY

Joan made a motion to end all official COVID measures at the library, seconded by Robert. Roll call vote showed 7 ayes, 0 nays, 0 absent. Motion carried.

#### REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of April
  - Patron count: 4,119
  - Patron cards: 7,581
  - Libby/Overdrive usage: 1,731
  - Hoopla usage: 305 uses for a total of \$674.94
  - Item usage: 6,340
  - Computer usage: 515 (ADPL) and 88 (SCL)
- Joe shared pictures of the tree planting for Awanda and Jim Nowatski. He said it meant a lot to their family and there were several people in attendance.
- Joe showed the new 3D printer to the board.

#### NEXT BOARD MEETING

Next regular board meeting Wednesday, June 14, 2023, 3:30 pm, ADPL.

#### ADJOURNMENT

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

Respectfully submitted,

Jill Pfaff