

**Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, March 10, 2021**

Board members present were Jay Nitschke, Char Freeberg, Pam Phillips, Joan Morris (arrived via Zoom at 3:33 pm), 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, Friends of JRVLS President Ashley Strukel, and Treasurer Katie Webster.

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

MINUTES

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

WELCOME

The board welcomed new board member Gail Martin.

EXPANSION PLAN OVERVIEW

Joe presented an overview of the library expansion plan to give new board members a background of what's been happening.

SPACE NEEDS STUDY

Char made a motion to request an estimate from JLG Architects for a space needs study, seconded by Carolgene. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

EXECUTIVE SESSION BEGINS

Gail 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 Char. 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 Carolgene. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

FINANCIALS

Joe gave the financial report for February 2021.

AUTO PAY

Joe informed the board that auto pay has now been set up for heating and electrical utilities.

AUTO PAY SUMMARY

Joe shared the summary of auto payments for the month of February 2021.

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

Emmy made a motion to approve the bills to be paid, the payroll as paid, and auto pay as paid, seconded by Pam. Roll call voted showed 6 ayes, 0 nays. 1 absent. Motion carried.

BUILDING COMMITTEE UPDATE

Joe gave the board an update on the library building committee. Building committee members are Jay Nitschke, Charlotte Freeberg, Joseph Rector, Ashley Strukel, Jill Pfaff, Kelly Rachel, Tim Nill, Allison Limke, Megan Hennes, and Gail Martin.

REQUEST TO ESTABLISH A BUILDING FUND

Gail made a motion to make a request to governing bodies for permission to establish a building fund, seconded by Char. Roll call vote showed 7 ayes, 0 nays. 0 absent.

NEW JRVLS LOGO

Joe presented three logo variations to the board. Gail made a motion to vote on the three options. The board decided to proceed with a poll of the options. Option one received one vote; option two received three votes; option three received three votes. The voter for option one changed to option two (yellow flower), which was adopted.

PHASE 2B REOPENING PLAN

Carolgene made a motion to implement and begin Phase 2B of the reopening plan, seconded by Char. Roll call vote showed 7 ayes, 0 nays. 0 absent.

FRIENDS OF THE LIBRARY UPDATE

Ashley reported that at the last Friends meeting that they discussed the new logo ideas. She also said that the Friends are going along with the fundraising goals that Joe recommended. The next Friends meeting is set for Monday, March 15.

ADVERTISING AVAILABLE POSITIONS

Gail made a motion to have Joe begin advertising for available library positions, seconded by Emmy. Roll call by show of hands showed 7 ayes, 0 nay. 0 absent. Motion carried.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented the statistics for the month of February.
- Staff meeting report: Joe discussed new logo options and reopening plan with the staff.
- Board orientation will be coming next month.
- Joe met with the County Commission on Feb. 16th. He reported that it went great and they were very supportive.
- SCL carpet update: the carpet has been removed. Joe is very appreciative of the help he received from Blue Jay football team and Coach Bill Nelson.
- Joe recommends that the board should schedule some public meetings seeking public input regarding library expansion.
- Bookmobile report by Nichole Greshik, Cammie Trumble, and Jessica Haugo
 - This year the bookmobile has added 7 new daycares and an extra day.
 - The book bin program added another elementary school, so they now provide book bins to every class at every public elementary school in Jamestown.
 - They had a substantial amount of summer programs in 2020 despite Covid-19.
 - They increased the amount of checkouts in 2020 by delivering book bags to the rural elementary classrooms.
 - Their future plans for the bookmobile are to increase programing and extend their reach into the county. They plan on adding more programming to the rural school with lunch room programs, classroom story times, and adding Little Free Libraries to some of the smaller communities in rural Stutsman County.

NEXT BOARD MEETING

The next board meeting is Wednesday, April 14, 2021, 3:30 pm, ADPL (in person).

ADJOURNMENT

Jay adjourned the meeting at 5:09 pm.

Respectfully submitted,

Jill Pfaff