

Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, June 9, 2021
Stutsman County Library

Board members present were Jay Nitschke, Char Freeberg, Pam Phillips, Joan Morris, Carolgene Wolf, and Gail Martin. Absent was Emmy Roorda and City Ex-Officio David Schloegel. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, Branch Manager Nichole Greshik, Library Assistant A Kendra Rachel, and Bookmobile drivers Cammie Trumble and Jessica Haugo.

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

MINUTES

Carolgene made a motion to approve the May 12 minutes, seconded by Pam. 5 ayes, 1 nay. 1 absent. Motion carried.

POINT OF ORDER

Pam raised a point of order to keep the discussion germane to the subject at hand, since the agenda is long, so as to keep the meeting at less than 1 hour and 30 minutes.

FINANCIALS

Joe provided the financial documents

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

Joe noted the \$25 contribution to the Disabled American Veterans for Memorial Day flags.

Char made a motion to approve the bills to be paid, the payroll as paid, and auto pay as paid, seconded by Carolgene. Unanimous aye. Motion carried.

PROGRESS OF BUILDING FUND REQUEST

Joe reported that the Building Fund was approved by the City Council and County Commission. Char was at the City Council meeting to represent the library, and Joe was also available to answer any questions. The City Auditor will work with the library to get the fund set up.

POLICY QUESTION FROM THE LAST MEETING

At the May 12 board meeting, Joan had raised the question of whether the library should extend the statement regarding sexual orientation and gender identity that was adopted into the personnel policy, to the overall library policy. Joe recommended that if the board would like to pursue that question, the board should hear from the library attorney directly. Joan recommended dropping the question, and the rest of the board agreed by consensus.

SPACE NEEDS STUDY PROPOSAL FROM JLG

Joe presented the space needs study proposal to the library board.

Gail made a motion to accept the space needs study proposal from JLG Architects, seconded by Carolgene. Roll call vote showed 5 ayes, 1 nay. 1 absent. Motion carried.

CLARIFICATION REGARDING HOW TO HANDLE LINE-ITEM BUDGETS IF OVERSPENT

It was the consensus of the board for Joe to continue to handle overspent line-item budgets as he has done in the past by keeping the board informed of overspent line-items and not overspending the overall budget.

2022 BUDGET

Joan expressed concern with the surplus savings from the 2022 budget.

Joan: "Should we be asking the City for a decrease in the mill levy?"

Joe: "Oh, no."

Carolgene: "No, because we want to build, we want to save."

Joan: "Normally that's what people do if they want to build or save, they ask the citizens to vote on it."

Pam: "You don't want to decrease a mill levy because you'll never get it back."

Joe: "If we were decreased by either the City or the County, it would cost us another roughly \$20,000-22,000 typically for each library."

Joan: "Speaking for the taxpayers, the taxpayers are being taxed for items that are really not needed."

Joe: "That's why we have just set up a building fund and have gotten it approved by the City and the County Commission. That was the purpose, to give people the opportunity to speak to that. We're now able now to take tax money and save it."

Joan: "I think if you asked a person on the street, "Would you like to have higher taxes so the library can save for a new building?"

Joe: "It's the same taxes, not higher."

Joan: "Compared to if you balanced your budget."

Joe: "The budget is balanced."

Joan: "No, it's not balanced, you have a surplus."

Joe: "Right, and we do, and we're using it very productively to save the taxpayers money in the future, as we look to create a better library for the future. So whatever we save now defrays costs in the future."

Carolgene made a motion to accept the 2022 budget provided by Joe, with an adjustment to increase the health insurance budget to \$92,000; seconded by Char. Roll call vote showed 5 ayes, 1 nay. 1 absent. Motion carried.

STUTSMAN COUNTY LEVY REQUEST

Char made a motion to accept the levy request as written, seconded by Carolgene. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

REPORT OF THE BOARD OF DIRECTORS

Joan made a motion to approve the Report of the Board of Directors, seconded by Gail. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

TIMING OF INDEPENDENCE DAY HOLIDAY: REQUESTING MONDAY, JULY 5, OFF

Gail made a motion to approve the Monday, July 5th closure of the library, in observance of Independence Day; seconded by Joan. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

OPENING ADPL IN THE EVENINGS BEGINNING JUNE 21

Joan made a motion to open ADPL in the evening beginning June 21, seconded by Gail. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

ALLOWING PUBLIC MEETINGS UPSTAIRS AT ADPL BEGINNING JUNE 21

Joan made a motion to allow public meetings upstairs at ADPL beginning June 21, seconded by Gail. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

REPORT OF THE BUILDING COMMITTEE

Char reported that the building committee talked about a number of things and they have several different opinions. The committee will continue to meet via Zoom for now.

VISITING OTHER NORTH DAKOTA LIBRARIES

Joe said that we should to visit other North Dakota libraries as we move toward a new library. Visits would involve a Building Committee member, a Board member, Jill, and Joe. He would like to take pictures of other libraries, get opinions from the library directors to find out what's working and what's not, and what they see for the future of libraries. Joe also mentioned the Building Committee suggested looking at some new libraries in the neighboring states to see what's cutting edge.

REPORT OF THE FRIENDS OF THE LIBRARY

Joe reported that the Friend's book sale is going on right now and we've been promoting it on social media. The fundraising letter is going out; Joe is almost finished signing the letters.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented the statistics for the month of May
- Staff meeting discussions
 - Expanding library hours and allowing public meetings upstairs
 - Preliminary discussion of Programming Plan for the Strategic Plan
- Joe would like to begin public meetings to get input regarding library expansion
- Report from Bookmobile Summer Reading Program Kickoff event – Nichole reported that the Bookmobile Summer Reading Program Kickoff event was a success. They used part of the money from a \$1500 grant. The event was held at Leapaltdt Park on June 1st, which coincided with the 1st day of the Summer Reading Program. The mini-carnival themed event attracted approximately 250 people, and 102 children signed up for the Summer Reading Program.

NEXT BOARD MEETING

The next board meeting is Wednesday, July 14, 2021, 3:30 pm, ADPL.

ADJOURNMENT

Jay adjourned the meeting at 4:32 pm.

Respectfully submitted,

Jill Pfaff