

Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, November 8, 2023

Board members present were Pam Phillips, Robert Hoekstra, Char Freeberg, Emmy Roorda, Joan Morris, Gail Martin (via phone), Jackie Barnes, and *City Ex-Officio* David Schloegel (arrived at 3:32 pm). Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, Technology Coordinator Jennifer Senger, and Sarah Helleckson.

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

APPROVAL OF THE MINUTES

Robert made a motion to accept the October 11 minutes, seconded by Joan. Unanimous aye. Motion carried.

REMARKS FROM THE PRESIDENT

Pam reported that she attended the County Commission meeting on November 7. She said Mayor Heinrich gave some suggestions to the Commission regarding the library. The first suggestion was to create a citizens committee to look at the library and the library's situation to see if they can come up with any solutions. The other suggestion was for the City to take over the library and the County pay a set amount for the City to run it. She said more discussion on this will continue further down in the agenda.

FINANCIALS

Joe gave the financial report for the month of October.

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

Robert made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$2,370.48 Amazon EFT, seconded by Jackie. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

STRATEGIC PLAN, GOALS 4-6

The library board reviewed goals 4 through 6 of the Strategic Plan. By consensus of the board, Joe is to simplify the goals and objectives and bring a new document to the board in December.

WATER INCIDENT UPDATE

Joe reported that painting is now complete. The next areas that will be worked on is ceiling tile replacement and installing the baffles in the children's area.

TECHNOLOGY UPDATES

Joe and Jennifer reviewed the Envisionware software updates that are needed.

Char made a motion to approve the Envisionware printing software update and Envisionware Cloud 9 PC reservation software, seconded by Emmy. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

NEWS FROM THE COUNTY COMMISSION MEETING OF NOVEMBER 7 AND MEMORANDUM OF AGREEMENT DISCUSSION

David presented his own raw data findings regarding the amount of funding the City and County contributed toward the library. His data shows there has been a consistent reduction in the amount of funding from the County since the libraries combined in 2008. Based off the population of City and County residents, David's recommendation is that the City share amount should be approximately 73% (15 mills) of the funding and County should be approximately 27% (3 ½ mills).

Joan questioned why it would be so much more expensive for the County to be a part of the library system when it would be around \$110,000-130,000 to run the County Library independently with the help of University of Jamestown. Joan said she has reviewed the budgeted numbers with University of Jamestown President Polly Peterson, who also agreed with those numbers.

Joe stated he feels the difference in price is going to be different levels of service. He said the question is whether \$130,000 is going to be acceptable to meet the needs of our particular situation. He expressed concern for the county residents that are not able to come to the bookmobile. Joe asked where those residents would go for library services, would it be the university library or Stutsman County Library? He also wondered what is going to be spent on the books and materials for those residents. He hopes the County will talk to the county voters and library users to see what those folks have to say about it.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of October
 - Patron count: incomplete count
 - Patron cards: 7,898
 - Libby/Overdrive usage: 1,941
 - Hoopla usage: 334 uses for a total of \$757.38
 - Item usage: 7,723
 - Computer usage: 576 (ADPL) and 135 (SCL)
- Jill reported there were 80-100 attendees at the Halloween event on October 31. There were kids crafts, games, scavenger hunt, and a photo booth
- Updating our security camera software and hardware (NVR) and will cost \$2,000 plus labor
- JLG Architects will present the finding of the site study at our next meeting

NEXT BOARD MEETING

Next regular board meeting Wednesday, December 13, 2023, 3:30 pm, ADPL.

ADJOURNMENT

Pam adjourned the meeting at 4:45 pm.

Respectfully submitted,

Jill Pfaff