

**Minutes of the James River Valley Library System Board of Directors**  
**Library Board Meeting**  
**Wednesday, March 15, 2023**  
**Stutsman County Library**

Board members present were Pam Phillips, Robert Hoekstra, Emmy Roorda, Joan Morris, Gail Martin, Jackie Barnes, and *City Ex-Officio* David Schloegel (arrived at 4:01 pm). Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, and Friends member Katie Webster. Absent was Char Freeberg.

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

APPROVAL OF THE MINUTES

Robert made a motion to accept the February 8 minutes, seconded by Jackie. Unanimous aye. Motion carried.

REMARKS FROM THE PRESIDENT

Pam announced that Emmy has been reappointed to the library board for another three years.

REPORT FROM THE FRIENDS

Katie reported the Friends met yesterday. The Vice President of the Friends board has stepped down and they have a new person who is interested in being on the board, so she attended the meeting. At the last meeting they discussed doing another fundraising letter to help cover damages from the frozen pipe at ADPL. The Friends are planning to celebrate National Library Week in April. Katie also reported that switching over to the Bloomerang database is going well.

FINANCIALS

Joe gave the financial report for the month of February.

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 \$763.06 Amazon EFT, seconded by Emmy. Roll call vote showed 6 ayes, 0 nays, 1 absent. Motion carried.

WATER INCIDENT REPORT

Joe reported the library is working on getting some information to the insurance company and the insurance company also trying to get some information from the adjuster. There was a setback with information from the library because the person working on it was sick for a couple weeks.

It was decided by consensus of the board that Joe offer the insurance company a replacement cost of \$20 per book to get the matter settled.

NEED TO REPAIR TILE AT ADPL

Joe presented an estimate from Tritschler Masonry for tuck-pointing the brick work at the Alfred Dickey Library building. Nathan Tritschler was on hand at the meeting to answer any questions the board had.

Gail made a motion to get another bid or two from local masons for tuck-pointing the brick at Alfred Dickey Public Library by the next library board meeting, seconded by Joan. Vote showed 5 ayes, 1 nay (Hoekstra). Motion carried.

### RAISE REQUEST FOR JILL

Robert made a motion to approve the raise request of \$59,000 annually for Jill Pfaff, seconded by Jackie. Roll call vote showed 4 ayes, 2 nays (Martin & Morris). 1 absent. Motion carried.

### REVIEW OF HB 1205 & SB 2360

Joe reviewed the ND House Bill 1205 and ND Senate Bill 2360 with the board. He also reviewed the pro bono offer for legal representation.

Gail made a motion to sign the agreement for legal representation with Gibson, Dunn, & Crutcher LLP, seconded by Jackie. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

The board instructed Joe to email our decision to our legislative representatives along with the names of the board members.

### REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of February
  - Patron count: 3,540
  - Patron cards: 7,490
  - Libby/Overdrive usage: 1,694
  - Hoopla usage: 293 uses for a total of \$609.10
  - Item usage: 10,112
  - Computer usage: 417 (ADPL) and 125 (SCL)
- The library received a donation of \$410 from the students of Montpelier School. The students raised the money by selling candy bouquets to help replace the damaged children's books at ADPL.
- ADPL also received a \$2000 donation from a long-time library supporter.
- Tree to be planted in honor of Awanda and Jim Nowatski (replacing a dead tree honoring Awanda).
- LeAnn Fuchs has begun doing the library payrolls.
- Seed Library is open. People can take as many as they want this year, as the Jamestown Garden Club received three times as many seeds as they normally do.

### NEXT BOARD MEETING

Next regular board meeting Wednesday, April 12, 2023, 3:30 pm, ADPL.

### ADJOURNMENT

Meeting adjourned at 5:02 pm.

Respectfully submitted,

Jill Pfaff