

**Minutes of the James River Valley Library System Board of Directors**  
**Library Board Meeting**  
**Wednesday, June 15, 2022**

Board members present were Pam Phillips, Robert Hoekstra, Char Freeberg (via phone 3:30 pm – 3:57 pm, then in-person), Emaline Roorda, Joan Morris (via Zoom), Gail Martin, and Jackie Barnes. Absent was City Ex-Officio David Schloegel. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, Debora Denny, and Patti Rector.

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

REMARKS FROM THE PRESIDENT AND INTRODUCTION OF PATTI RECTOR

Due to a lengthy agenda, Pam requested that remarks be kept to a minimum. Patti Rector was introduced to the board and introductions were made around the table.

APPROVAL OF THE MINUTES

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

FINANCIALS

Joe gave the financial report for the month of May.

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

Robert made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$1,787.18 Amazon EFT, seconded by Emmy. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

LIFE AND DISABILITY INSURANCE FOR FULL-TIME STAFF THROUGH CITY OF JAMESTOWN

Joe reported adding life and disability insurance for 10 full-time staff through the City of Jamestown, would cost \$990 per year (\$25,000 life insurance) and \$2057.92 per year (disability insurance).

Char made a motion to provide life and disability insurance for full-time staff beginning August 1<sup>st</sup>, seconded by Robert. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

2023 BUDGET

Joe reviewed the proposed 2023 library budget with the board. He also shared the 2022 operating expenses and revenue comparison.

Char made a motion to approve the 2023 budget as presented, seconded by Jackie. Roll call vote showed 5 ayes, 2 nays (Morris and Martin). 0 absent. Motion carried.

2023 MILL LEVY REQUEST

Joe reviewed the letter from the County Commission for the 2023 Mill Levy request. Pam made arrangements for the library to attend the County Commission meeting on Tuesday, June 21, 3:30 pm, to request the County to restore the \$60,000 cut from the 2022 budget.

Robert made a motion to approve the 2023 Mill Levy request as presented by Joe, seconded by Jackie. Roll call vote showed 5 ayes, 2 nays (Morris and Martin). 0 absent. Motion carried.

#### DISCUSSION OF WHAT HAPPENS WITH ADEQUATE FUNDING AND WHAT HAPPENS WITHOUT IT

Joe asked the board what it means for bookmobile routes if the library doesn't receive adequate funding from the County for 2023.

Emmy made a motion if the library doesn't receive adequate funding from the County there will be a potential reduction of services to the rural areas, seconded by Char. Roll call vote showed 5 ayes, 2 nays (Morris and Martin). 0 absent. Motion carried.

#### STUTSMAN COUNTY LIBRARY

Joan made a motion that Stutsman County Library services to the general public, be closed as of December 31, 2022; seconded by Gail.

Robert made a motion to lay Joan's motion on the table, seconded by Gail. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

#### 2021 REPORT OF THE LIBRARY BOARD

Robert made a motion to approve the 2021 Report of the Library Board as presented by Joe, seconded by Gail. Roll call vote showed 7 ayes, 0 nays. 0 absent.

#### REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of May
  - Patron count: 4,479
  - Patron cards: 7,022
  - Libby/Overdrive usage: 1,534
  - Hoopla usage: 150 uses for a total of \$553.12
  - Item usage: 6,513
  - Computer usage: 428 (ADPL) and 96 (SCL)
- Jill reported the Summer Reading kickoff event was held June 1<sup>st</sup>, where children received their Summer Reading Program guides. The bookmobile was on hand to check out books to patrons and sign people up for library cards. Hot dogs and chips were served for a free-will donation. There were carnival games, crafts, sensory activities, and prizes were handed out. Approximately 300 people attended the event. Gate City donated cookies and Hugo's generously discounted food supplies. Interim Children's Librarian, Nichole Greshik, did most of the planning and prepping for the event, and deserves an accolade for the successful event.

#### REQUEST FOR AGENDA ITEM

Emmy requested adding discussion of available properties to the next meeting agenda.

#### NEXT BOARD MEETING

The next board meeting is Wednesday, July 13, 2022, 3:30 pm, ADPL.

#### ADJOURNMENT

Pam adjourned the meeting at 5:12 pm.

Respectfully submitted,

Jill Pfaff