

**Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, October 11, 2023**

Board members present were Pam Phillips, Robert Hoekstra, Char Freeberg, Emmy Roorda, Joan Morris, Gail Martin, Jackie Barnes, and *City Ex-Officio* David Schloegel (arrived at 3:32 pm). Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, and JLG Architect Lee Dobrinz (arrived via Zoom at 4:00 pm).

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

APPROVAL OF THE MINUTES

Robert made a motion to accept the September 13, seconded by Gail. Unanimous aye. Motion carried.

REVIEW OF OPEN MEETINGS REQUIREMENTS

Joe reviewed the Open Meetings Guide from the North Dakota Office of Attorney General with the library board.

Joan feels there was a violation of open meeting laws after the September library board meeting and she requested that the minutes reflect her concern. Gail had observed board members talking on the sidewalk about 10 minutes after the meeting. Joan made a formal request that board members discontinue meeting after library board meetings. Char, Pam, Joe and Jill pushed back on whether an open meetings violation occurred. It was agreed that board members should promptly depart after meetings.

FINANCIALS

Joe gave the financial report for the month of September.

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

Joe informed the library board there were two checks that were not on the list of checks that he had sent out to the library board. He noted the checks were #9995 and #9996.

Robert made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$3,582.74 Amazon EFT, seconded by Char. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

STRATEGIC PLAN, GOAL 3

As the library board requested in the last board meeting, Joe researched if there were any agreements between other North Dakota libraries and Friends groups. It is Joe's understanding that there are no such agreements between the two groups in North Dakota. The North Dakota State Library provided a sample for the library board to review.

The library board reviewed goal 3 of the Strategic Plan.

Gail made a motion to remove goal 3 of the Strategic Plan, seconded by Emmy. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

WATER INCIDENT UPDATE

Joe informed the board that the painters are scheduled to begin on October 19th. Due to the odor of the paint primer, it's possible ADPL will need to be closed for that portion of the painting. Joe would like to wait to make that decision once the painters begin priming.

Austin Bauer (realtor) arrived.

PAINTING ESTIMATE FOR AREA NOT DAMAGED BY WATER INCIDENT

Char made a motion to accept the painting estimate from Decorating by Charlie for a closet not damaged by the water incident, seconded by Robert. Roll call voted showed 7 ayes, 0 nays, 0 absent. Motion carried.

AIA B105 AGREEMENT WITH JLG ARCHITECTS

Char made a motion to sign the AIA B105 agreement with JLG architects, seconded by Jackie. Roll call vote showed 4 ayes, 3 nays (Hoekstra, Morris, and Martin). 0 absents. Motion carried.

REVIEW OF LIBRARY-RELATED DECISIONS FROM COUNTY COMMISSION MEETING

Joan reviewed the library-related decisions from the County Commission meeting. A working group was created earlier in the year by the County Commission to review what the alternatives would be if the joint library is discontinued. She said the County would like to continue the partnership with the City of Jamestown. The committee proposed a working group of County and City individuals in hopes to create a new MOA that would specify the financial expectations of each party. She said if the partnership were to dissolve, the County would need to consider the continuation of bookmobile services and how they would plan do that. One of the options would be to possibly partner with the University of Jamestown for library services. Joan believes a request to set up this committee has been sent to the City.

Gail requested an item be put on next month's agenda. She would like the library board to make a decision as to what they want for both libraries.

PROPERTY CONSIDERATIONS

Joan and Gail both with Dick Geigle, who suggested the library partner with Bison World and have a new library up near Bison World.

Joan was also contacted by a taxpayer who told her there is a large space available at the Jamestown Business Center which could be a possible location for the library.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of September
 - Patron count: 4,643
 - Patron cards: 7,856
 - Libby/Overdrive usage: 1,907
 - Hoopla usage: 369 uses for a total of \$834.44
 - Item usage: 7,335
 - Computer usage: 606 (ADPL) and 109 (SCL)
- Joe will be at NDLA in Fargo October 11th – 13th

NEXT BOARD MEETING

Next regular board meeting Wednesday, November 8, 2023, 3:30 pm, ADPL.

ADJOURNMENT

Pam adjourned the meeting at 4:41 pm.

Respectfully submitted,

Jill Pfaff