

Agenda

Valley City Barnes County Public Library Board

Date: Thursday, January 15, 2026, 5:30 pm

Members Present: Anita Tulp, Kelsey Carlson, Kristi Anderson, Megan Bergman, Dewey Magnuson, and Phil Mueller

Members Absent: Vicky Lovell

- I. **Call to Order** - Kristi called the meeting to order at 5:31 pm.
- II. **Additions to agenda** – No additions to agenda.
- III. **Public Comments** - No individual for public comment.
- IV. **Minutes:**
December 2025 minutes - Dewey motioned to approve the meeting minutes for December, Kelsey seconded. All in favor.
- V. **Financial Report:**
December Financials – Library should be at 100% or less of budget and is at 97.8% thus far. This may differ once all financials come through. Phil motioned to approve the financial report, Dewey seconded.

Roll Call: Dewey Magnuson - Yes Kristi Anderson – Yes
 Phil Mueller - Yes Kelsey Carlson – Yes
 Megan Bergman - Yes
- VI. **Committee Reports:**
Foundation financial report – will address transferring funds in new business.
- VII. **Policy Reviews / approval**
Employee Pay and Benefits Policy—third reading. Kelsey motioned to approve the policy as written and Megan seconded. All in favor.
- VIII. **Old Business:**
Special assessments—The remainder of the parking lot specials were paid yet still need to pay for 2025 = \$65.88.
Decision on payment plan for newly added special assessments. Statement was received- \$2348.44 plus the \$65.88 remaining from above for a total of \$2414.32 due by Feb. 17th. Need to vote on taking this payment from capital. Dewey motioned to approve paying the total \$2414.32. Phil seconded.

Roll Call: Dewey Magnuson - Yes Kristi Anderson – Yes
 Phil Mueller - Yes Kelsey Carlson – Yes
 Megan Bergman - Yes
- IX. **New Business:**

*Outreach librarian job description first draft – tabling until we hear back from Megan Langley from StrengthenND. A good write-up thus far from the job description but have more questions that need answered.

*Foundation would like to have input from the board for projects they can support in the future. The Foundation has received a couple of large donations in the last month. One project that has been discussed previously is the need for a new fire alarm system.

-The board is requesting the foundation to fund a new fire alarm system as the current one is in need of replacement and we would like to protect our library. Dewey motioned to ask the foundation for the money. Megan seconded.

Roll Call: Dewey Magnuson - Yes Kristi Anderson – Yes
 Phil Mueller - Yes Kelsey Carlson – Yes
 Megan Bergman - Yes

*Authorization for Phil to move funds from capital savings to capital checking for payment of the loan and the painting in the dome. Kelsey motioned to approve Phil moving funds from capital savings to capital checking for payment of the \$12,088.89 loan and the budgeted \$7,900 payment for the painting in the dome. Dewey seconded.

Roll Call: Dewey Magnuson - Yes Kristi Anderson – Yes
 Phil Mueller - Yes Kelsey Carlson – Yes
 Megan Bergman - Yes

*Authorization for Amy to pay off the loan amount and the bill for painting from the Capital account. The foundation will reimburse that amount, Anita will reach out. Phil motioned to approve Amy to pay off the loan amount of \$12,088.89 and the bill for the painting (~\$7,900) from the Capital account. Dewey seconded.

Roll Call: Dewey Magnuson - Yes Kristi Anderson – Yes
 Phil Mueller - Yes Kelsey Carlson – Yes
 Megan Bergman - Yes

*Date for a Library Joy event of Coffee and Cookies with the Board.

- Scheduled tentatively for Friday February 6th from 1-3pm

X. Director's Report:

January Director's Report – For Library Joy Week, there will be multiple celebration activities to celebrate the library. On the 3rd and 5th of February, there will be a game night for kids and older youth that will include giant games to play. The 6th will be a Coffee and Cookies with the Board in the multipurpose room.

XI. **Adjournment** – Kelsey motioned to adjourn. Megan seconded. All in favor. Meeting was adjourned at 6:25 pm.

**Next meeting:
Thursday, February 19, 2026, 5:30 pm**