

Agenda

Valley City Barnes County Public Library Board

Date: Thursday, September 18, 2025, 5:30 pm

Members Present: Anita Tulp, Vicky Lovell, Kristi Anderson, Phil Mueller, and Megan Bergman

Members Absent : Kelsey Carlson and Dewey Magnuson

- I. **Call to Order-** Vicki called the meeting was called to order at 5:32
- II. **Additions to agenda** Vicky motioned to approve and Kristi second all in favor
- III. **Public Comments** no individual for public comment
- IV. **Minutes:** Kristi motioned to approve the meeting minutes for August with the correction of the date for September meeting, Megan seconded. All in favor
- V. **Financial Report:** Library should be at 66% and we are at 65% for the year. Library will need to reorder new library cards as we are running out and they need to replace the old 5 digit library card to the 14-digit library cards. Also, they needed to order more barcodes. Kristi makes a motion to approve the financial report

Roll Call: Vicky Lovell – Yes	Kristy Anderston - Yes
Megan Bergman – Yes	Phil Mueller – Yes
- VI. **Director's Report:** September Director's Report – Did get a letter from the city to talk about special, due to paying improvement, sanitary sewers improve and water main improvement and the total of \$31.312.50. Antia reached out to the state library about the 3% cap. There was a discussion about the grant funds from the state and how that amount is calculated. Kristi discussed next September its library card sign up month and to get out into the community to have more participation.
- VII. **Committee Reports:** Antia sent the report in for the committee to pay for the strategic planning and they approved. They also gave library a budget for December 6th event of Libraries are Sweet and Books are my jam - \$500. Funds raised usually go to a project and they picked the Book Barn to support and the theme is Brighten the Book Barn. It has good bones and needs new sidings and shingles. All proceeds will support eh VCBC library Foundation's Brighten up the Book Barn Project. Foundations are also looking into volunteer labor and proceeds will go towards supplies.
- VIII. **Old Business:** Strategic Planning—update—date and time approved Date is set for October 11th from 11am-3pm and Megan will come to the library on October 1st to visit with the library staff. Hilda from Foundations will be also attending. Anita and Melissa did visit with Megan on Sept. 19th to plan over zoom.
- IX. **Policy Reviews / approval:** Donations Policy – first reading and there have been no changed from the old policy. Kristi made a motion to approve the Donation policy and Donation form, and Phil seconded the motion. All in favor

X. New Business:

Insurance proposal – There was a suggestion to increase the insurance 20% and it would increase the policy \$3,250.00. \$3,698.00 was the premium that was paid in 2025. Antia will check into to see if it would be possible to switch insurance carries. This proposal will be tabled to next meeting.

Proposal for new water fountain – Anita will check into installation and if there will just be a plumber and/or electrician. Vicky suggested that there are many projects for capital funds, and this should be tabled until next year. Kristi suggested that if we can a new water fountain it would be great for the library. Vicki made a motion to table the new water fountain until next year. There was a discussion on getting more information about the actual cost of water fountain and instillation. There was no second to Vicki's motion and the motioned died.

Kristi made a motion to find out more information about the cost of the water fountain and instillation and this will be tabled to the next meeting. Phil seconded the motion. All in favor

XI. Adjournment Kristi motioned for the adjournment and Megan seconded. All in favor. Meeting was adjourned at 6:10.

**Next meeting:
Thursday, October 16, 2025, 5:30 pm**