

**Valley City/Barnes County Public Library Board meeting Minutes
Tuesday, May 13, 2014 5:15 pm at the Library**

Members present: Kayln Botz, Margaret Dahlberg, Phil Leitner, Cathryn Stillings,

Members absent: Liz Johnson, Madeline Luke

Library Staff Present: Steve Hammel (Director); Corinne Wenzel (Bookkeeper)

Guest: Sharon Buhr (On the Move representative)

- I. **Call to Order:** President Leitner called the meeting to order at 5:15
- II. **Additions to agenda:** none
- III. **Minutes:** April 8, 2014 regular meeting – no corrections; stand approved as presented
- IV. **Financial Report:**
 1. Corrine: Need to transfer \$20,000; motion to approve (Botz; seconded by Stillings). Motion approved 4-0.
 - a. Mill Levy receipts: County \$135,508 received to date; from City \$66,000 received to date
 - b. State Aid receipts: County, \$12,745; City, \$8397
 2. Corrine and Steve – YTD first quarter; some categories need clarification; personnel budget line is on track.
 3. Budget carryover: Reconciliation of the 2013 general fund income vs. expenditures including checking and savings balances as of Dec. 31, 2013 has been completed. Corrine has been researching back to 2004 to understand how we have been handling carryover funds.
- V. **Guest speaker:**
 1. Sharon Buhr (representing “On the Move”) presented some research regarding incentives for summer reading programs. Using food as a reward—research indicates that food rewards are a concern for kids: contributes to poor health; does not provide long-term impact on reading habits. We want kids to read, and we want them to eat healthily. Buhr recommends looking at other types of rewards, and provided a list of alternative rewards (handout, “Alternatives to Food Rewards,” from Connecticut State Department of Education, 2005). She suggested books, opportunities to talk or share their reading, personal notes to the individual students, etc. We need to change the culture so our children don’t associate food with every activity. Buhr suggested the BC-VC Public Library consider developing a policy to respond to this concern, similar to the one developed by the VC Public School Board.

Last year about 200 students participated, but only about a quarter completed. Director Hammel described the planned rewards program, based on reading time. Larger prizes for completion (drawings) may include food rewards, but the planned prizes for smaller incentives are not food items.

- VI. **Director’s Report:**
 1. The Director met with Kurt Everson of the Fish Hatchery, regarding setting up an aquarium and other partnership opportunities.

2. The Director met with members of the Optimists club and Lions Club
3. The Director attended NDSL Spring Workshop
4. The Director participated in Library Vision 2020 think tank in Fargo
5. The Director attended Geek the Library webinar, and is planning to kickoff Geek in September to coincide with library card signup month
6. The adult services staff have moved the YA collection, North Dakota collection, inspirational fiction, new non-fiction, and DVDs to make way for the resetting and eventual expansion of the large print collection. We have added about 60 linear feet to the Large Print section.
7. Preparations for summer reading are coming along; it will be a bit hectic over the next couple weeks but we should be ready to go June 2nd. Youth services staff are putting together what we hope is the best SRP ever. We have lined up several really good program leaders including Professors Ketterling and Van Gijssel from VCSU.
8. Almost ready to start movie nights; still need to get the wall painted and a DVD player with HDMI output
9. Monthly statistics report update presented.

VII. Policy Review: None.

VIII. Committee Reports:

1. Library Foundation – Phil set up the first two meetings (Friday, May 16 and May 23 at 10:00). Agenda will include introductions, review history/purpose of the Committee, overview of governing documents, current budget and financial picture, timeline, and homework (bylaws). The intent is to complete this project by no later than the August board meeting (preferably July). This is a recommendation committee; all decisions will be made by the Library Board.
2. Building - Director has two estimates to paint the multi-purpose room since it looks like the construction class at Sheyenne Valley CTC will not get to it before the end of the school year; cost will be \$225-\$300 not including paint (which is being donated by Noreen Smestad). Motion to approve the lower bid (DeMasi), pending a June 1 completion by Botz/second by Stillings (if he cannot meet the June 1 date, we will go with the other bid): approved 3-0.
3. Building – Director is getting estimates for adding new push buttons for handicap door and adding an opener for the other side. Present locations are difficult to access for individuals in wheelchairs.
4. Director will seek bids for tuckpointing/masonry work to preserve the exterior of the building.

IX. New Business:

1. Author Jessica Munzlinger would like to do a book signing the week of June 9th. She would like to have this at the library and sell her books at the event. The Board agreed that this was OK.

X. Other: President Leitner noted that Director Steve Hammel has completed a full year at the VC-BC Public Library. The Board commends him for an exceptional first year of work.

XI. Adjournment: Leitner adjourned the meeting at 7:10.

Next meeting: June 10,2014