

# Minutes

## Valley City Barnes County Public Library Board

Date: December 12, 2019

I. Call to Order: meeting called to order 5:33 by Hilde van Gijssel. In attendance Hilde van Gijssel, Steve Hammel, Joe Demasi, Tim Kadrmass, Melissa Remick, Ross Powell. Not in attendance Vicky Lovell

II. Additions to agenda: No additions to the agenda

III. Minutes: November 21, 2019: Motion to approve the minutes as presented by JD. 2<sup>nd</sup> by MR. No further discussion. Unanimous approval.

IV. Financial Report: Motion to approve the financials as presented by JD. 2<sup>nd</sup> TK. Roll call each approved.

V. Director's Report: new evaluation forms for employees. These will be delivered before the end of the year to meet state Library standards. Motion to accept the director's report Tk. 2<sup>nd</sup> JD. Approved.

VI. Policy Review:

1. Meeting room and display policy. Discussion of rates for room use. Decided to use a good will donation for use of rooms. Motion to approve Meeting room and Display Policy RP. 2<sup>nd</sup> JD. Unanimous approval.

VII. Old Business:

1. Parking lot; dumping snow from school lots for later removal.

2. Strategic plan draft: discussion of the draft for the strategic plan. Motion to approve the strategic plan MR. 2<sup>nd</sup> RP. Unanimous approval.

3. SWOT analysis:

4. 2020 budget: motion to approve the 2020 budget MR. 2<sup>nd</sup> RP. Roll call vote each approved.

5. MOU from VC schools: added a line about the occupancy of the building. Changed to having the board president sign, not the Library director. HvG will update. Motion to approve with the proposed changes JD. 2<sup>nd</sup> TK. Unanimous approval.

### VIII. New Business:

1. Questions from Bill Carlblom regarding parking lot: Who is doing snow removal? Right now the city is doing the parking lot removal, but haven't done the sidewalks. RP will contact the city and Carl to discuss. Why didn't we ask the county to do signs? Direct to Vicky about the signs. RP will try to work with the city about services that the city provides, so we can establish a MOU. Can the school park there? The board has decided to designate a portion of the parking lot that will be signed and posted in the spring.

2. Lead Local program. We do have funds in Training & Conferences to cover costs for board members to attend.

### IX. Other:

X. Adjournment: Meeting adjourned at 6:35pm.

Next meeting:

Thursday January 16, 2020 5:30