

## Minutes

### Valley City Barnes County Public Library Board

Date: 1-21-2021

I. **Call to Order:**

Called to order at 5:32. In attendance: Hilde van Gijssel, Steve Hammel, Melissa Remick, Dick Gulmon, Tim Kadrmas and Joe De Masi, Vicky Lovell. Absent:

II. **Additions to Agenda:**

Covid Discussion, Parking lot- towing

III. **Minutes:**

IV. **Financial Report:**

Cleared up the mistake from the City. Waiting for final bills to have the last budget numbers. Motion to approve financials as presented JD, 2<sup>nd</sup> TK. Roll call vote: each approved.

V. **Director's Report:**

Attached sheet.

VI. **Policy Review:**

1. Staff Employment Policy: DG and VL to ask city and county attorneys to look over. Tabled.
2. Social Media Policy: first reading. Couple of comments made for wording. Second reading next meeting.

VII. **Committee Report:**

None: Executive committee did not meet

VIII. **Old Business:**

1. Vision Statement, Mission Statement, Branding: Tabled
2. Status on finding a roofing contractor. Need to check with the Historical Society to see about Preservation Grants and what materials we can use in roofing. Then ask for quotes from various businesses.
3. FireSpring Proposal for logo branding. Suggestion to create a committee to look into getting more quotes and doing some research. HvG and JD will work on. Tabled.
4. Parking Lot: several students that are consistently parking in patron parking spots. Need to address. Director wants to give students a warning before just towing student's cars. Director has put together a notice to leave on cars as a written notice. Board approved. Notice will be sent to Josh Johnson as well, so he is aware of the steps being taken.

5. COVID discussion: City of Valley City has continued Mask Mandate until Feb. 19<sup>th</sup>. Patrons are asking for open without appointments or restrictions. We will continue to have appointments to help maintain keeping capacity into the building managed. By general consensus the board feel that the current policy stays in place. Generally, we (the Board) are aware of how long we have been dealing with disruptions due to Corona Virus, and want patrons to know we understand, but we feel strongly that maintaining the appointments and masking will help us maintain services in the library going forward in a safe manner for both employees and patrons.

IX. **New Business:**

1. FCCU CD has matured. Anticipating roof repairs decision was made to close out the CD and move the money to the capital improvements account.
2. Considering moving main account from Wells Fargo to one of the local banks so we are doing more business with local businesses.
3. Director has been asked if he is willing to do a testimonial for Biblionix, our ILS provider. No concerns about this from the board.
4. Year-end statistics. Marketing will be a focus going forward to try to impact the general trend of declining number of active accounts.

X. **Other:**

XI. **Adjournment:**

Motion to adjourn the meeting VL, 2<sup>nd</sup> MR. Meeting adjourned at 6:43pm.

**Next Meeting:  
February 18, 2021 @ 5:30**