

Agenda

Valley City Barnes County Public Library Board

Date: September 16, 2021

Members present: Hilde, Joe, Vicky, Tim, director Steve

Absent: Dewey

I. Call to Order 5:35pm

II. Additions to agenda Old business item 3 should read marketing and branding not mission and vision

III. Minutes:

July 15, 2021

August meeting canceled

Motion Vicky, second Joe – approved unanimous

IV. Financial Report:

Motion Joe, second Tim – approved as presented, unanimous roll call

V. Director's Report:

VI. Policy Review:

1. Patron conduct policy - review, no changes recommended
2. Tobacco free workplace policy – second reading, changes made from first reading condensing language

Motion Joe, second Tim to approve both policies – approved unanimous

VII. Old Business:

1. Increasing building insurance coverage

Motion Joe, second Tim to increase coverage to 100%, no equipment breakdown coverage – approved unanimous roll call Board stated they appreciated Sue Peterson's explanation of the differences between coverage presented at the July meeting

2. Update on roof

Director is waiting for a quote from Fargo Roofing

3. Marketing and branding ~~Mission and vision~~

Motion Joe, second Tim, to set aside up to \$2000 to start the creation of a comprehensive marketing plan utilizing VCSU students in an internship overseen by VCSU professors Tammy Katuin and Jody Shorma – Roll call vote was split; Yes: Tim, Joe, Hilde No: Vicky - approved by majority

Additionally, director informed board the ND Library Coordinating Council had just announced a new grant round which included a grant for library marketing. Director did not have details at this time.

4. MOU for branches - tabled

VIII. New Business:

1. Election of board officers

Motion Vicky, second Joe to re-elect current officers – approved unanimous

2. Updated pandemic plan

A lot of discussion ensued, particularly since covid numbers are rising again in Barnes County, the board wondered if the library should reimpose a mask mandate in the building. Director opposed this due to concern about pushback from the community and the possibility of losing patrons permanently. Board recommended the library “strongly encourage” mask usage in the building. Director also expressed concern if we had an outbreak among staff, staffing levels might drop too low and we might have to temporarily close. Board okayed the director and/or assistant director making an “on the ground decision” to close, similar to a weather closure. Closure longer than a couple days will require board action.

IX. Other:

- 1.

- X. Adjournment 7:03pm** motion Joe second Vicky

**Next meeting:
Thursday October 21, 2021 5:30pm**