

Minutes of the Bismarck Public Library Board of Directors

Date: March 27, 2014

Present: Library Board Members: Mike Fladeland, President; Mike Schaff, Vice President; Liz Lucas and Dick Weber.

Also Present: Mary Jane Schmaltz, Director; Christine Kujawa, Assistant Director; and Marilyn Barbie, Administrative Assistant.

Immediately following lunch, the March Board meeting was called to order by M. Fladeland, President, at 12:07 PM. The February minutes had been mailed out in advance. Following a spelling correction, M. Schaff moved to approve. Seconded by L. Lucas. Motion carried. M.J. Schmaltz handed out copies of the minutes for the Special Board Meetings of March 21 and 22nd. Following review and a spelling correction, M. Schaff moved to approve. Seconded by L. Lucas. Motion carried.

The March 2014 vendor invoices and February 2014 financial reports had also been mailed out in advance. Following discussion, L. Lucas moved to approve the March vendor invoices. Seconded by M. Schaff. Motion carried. M.J. Schmaltz then asked the Board's approval of two transfers of funds within the 2013 budget for accounting purposes. L. Lucas moved to approve both transfers as presented. Seconded by M. Schaff. Motion carried. Following discussion, D. Weber moved to accept the financial reports through February 28, 2014. Seconded by L. Lucas. Motion carried.

In the Director's report, M.J. Schmaltz reported that:

*R. Neva, lessee of the Hotwire Café, reported that both parties interested in leasing the coffee shop had changed their minds. The coffee shop is showing a small profit.

*The Library would not be receiving any State Aid from the State Library for 2014 because the city and county mill levies were below the three year average in order to qualify for State Aid. The Library would not receive approximately \$70,000 from the City and approximately \$20,000 from the County as anticipated.

*The candidates for the position of Library Director are scheduled for face-to-face interviews April 2nd, 3rd and 4th.

*Both D. Weber's and L. Lucas's terms on the Library Board will be completed in June 2014. Names of two prospective candidates need to be forwarded to the City Commission in May for approval.

For the Foundation, it was reported that Cynthia Norland was elected President and Dick Weber was elected Vice President for the coming year. The donor wall plaque has been decided upon and will be installed as soon as possible. Gayle Schuck, Foundation Development Director, had turned in her resignation effective June 30th. The Foundation spring event, "*Spring Break*" will be held April 11th at the Library.

For the Friends, C. Kujawa reported the spring book sale grossed \$23,000. The annual spring Friends meeting will be held April 7th along with the dinner honoring Friends members and volunteers.

There being no further business, the meeting adjourned at 1:21PM.

Respectfully submitted

Marilyn Barbie
Administrative Assistant

Mary Jane Schmaltz
Director