

Minutes of the Bismarck Public Library Board of Directors

Date: September 24, 2015

Present: Library Board Members: Mike Schaff, President; Pat Grantier, Joyce Hinman, Mike Fladeland, and David Ripley.

Also Present: Christine Kujawa, Director; Elizabeth Jacobs, Assistant Director; and Cheryl Evensvold, Administrative Assistant.

The September Board meeting was called to order by M. Schaff, President, at 12:05 PM.

The August 27th minutes had been mailed out in advance. J. Hinman moved to approve the minutes. Seconded by D. Ripley. Motion carried.

The September vendor invoices and August financial reports had been mailed out in advance. Following discussion, M. Fladeland moved to approve the September vendor invoices. Seconded by P. Grantier. Motion carried. Following discussion J. Hinman moved to accept the August financial reports. Seconded by P. Grantier. Motion carried.

In the Director's report, C. Kujawa reported:

- 2016 Budget Updates
 - Everything recommended by the Budget Committee for the 2016 Library budget passed at the September 8th City Commission meeting.
 - The County Budget meeting will be today at 6:00 PM.

- Facility Updates
 - The parking lot was cleaned and striped this month.
 - The fire sprinklers were tested last week and the fire alarms were tested today.
 - The plaza needs to be power washed and resealed this year.
 - C. Kujawa distributed a letter from Skeels Electric Company with a recommendation to replace the faulty power factor correcting capacitor bank, which is causing higher electrical bills. Skeels included an estimate of \$1,402.00 to take out the old system and replace it with a new one.

- C. Kujawa showed a PowerPoint presentation prepared for the Foundation with architectural designs and cost estimate information for the new teen area.

For the Library Foundation, Inc. M. Schaff reported:

- The Estate Planning and Charitable Giving presentation planned for September 28th has been cancelled.

For the Friends of the Library E. Jacobs reported:

- The book sale will be October 1st, 2nd, and 3rd.

M. Fladeland made a motion to adjourn. P. Grantier seconded. The meeting adjourned at 1:15 PM.

Respectfully submitted,

Cheryl Evensvold
Administrative Assistant

Christine Kujawa
Director