

Minutes of the Bismarck Veterans Memorial Public Library Board of Directors

Date: August 22, 2019

Location: BPL Mezzanine Board Room; 515 North Fifth Street

Present: Library Board Members: Bob Bartosh, President; Joyce Hinman, Vice President; Sue Sorlie, Mike LaLonde, and Pat Grantier

Also Present: Christine Kujawa, Director; Elizabeth Jacobs, Assistant Director; Bea Kaiser, Administrative Assistant; and Kathleen Jones, County Commissioner Liaison

The August 22, 2019 Board meeting was called to order by B. Bartosh, President, at 12:02 p.m.

The July 25 minutes had been mailed out in advance. P. Grantier moved to approve the minutes. Seconded by S. Sorlie. Motion carried.

The vendor invoices for August 2019, along with the July financial reports had been mailed out in advance. Following discussion, J. Hinman moved to approve the August 2019 vendor invoices. Seconded by M. LaLonde. Motion carried. Following discussion, J. Hinman moved to accept the July financial reports. Seconded by M. LaLonde. Motion carried.

Board Bylaws Revision:

C. Kujawa requested that the current Library Board of Directors Bylaws be updated for clarification purposes. Following discussion, J. Hinman moved to amend the Board Bylaws, with changes to the suggested revisions. Seconded by S. Sorlie. Motion carried.

In the Director's report C. Kujawa reported:

- United Way's Day of Caring was held August 14, volunteers assisted by pulling weeds, sweeping the exterior, cleaning gutters, dusting, and vacuuming.
- Project Service Connect, hosted on August 15, served 84 registrants. Assistance was available from 24 social service agencies, as well as free food, blankets, cleaning supplies, hygiene products, free haircuts, and employment information.
- The Library parking lot was re-stripped last weekend.
- Light poles with LED fixtures have been installed on the plaza, funded by the Library Foundation and Friends of the Library.
- Annual testing for fire sensors has been successfully completed with no issues.
- Kevin Tengesdal joined the Library staff as a PT Community Relations Specialist on August 13.
- The Summer Reading Program celebrated success at the ice cream social sponsored by Friends of the Library. Impressive numbers included 377 children reading 746,812 minutes, and 90 teens reading 332,307 minutes.

- The Art Mural Committee met to discuss survey results, then communicated suggestions to the artist. Work on the meeting room mural is slated for December and January, and the larger mural will follow in March and April.
- LDV Custom Specialty Vehicles provided drawings and specifications for the new Bookmobile, a webinar meeting will occur in the near future to discuss.
- Response from grant requests for Bookmobile funding has been positive, additional meetings have been scheduled with various companies.
- Plans to transfer Central Dakota Library Network (CDLN) accounting duties to the City of Bismarck have ceased. CDLN is considering other options, such as becoming a non-profit organization.
- Midco generously donated running a public service announcement for five months, from August to December 2018, at a value of over \$82,000.
- The Gifted Bean contract agreement was distributed for review, discussions will continue prior to the renewal date at year end.
- Laura Rysavy, Teen Programming Coordinator, will present during the September Library Board meeting.
- The Burleigh County public budget hearing will take place on September 18 at 6:00 p.m. Board members were encouraged to attend.
- The defective brush carpet in the lobby has been replaced.

For the Bismarck Library Foundation, Inc., B. Bartosh and M. LaLonde reported:

- Fundraising efforts continue for the Bookmobile.
- Dr. Walter and Carolyn Frank have been selected as Pearce Award recipients, and will be honored at the spring event in May.
- The 2018 audit returned as favorable.

For the Friends of the Library, E. Jacobs reported:

- The fall book sale will be held October 3-5.

The regular Board meeting has been scheduled for Thursday, September 26, 2019 at 12:00 p.m.

The meeting adjourned at 12:43 p.m.

Respectfully submitted,

Bea Kaiser
Administrative Assistant

Christine Kujawa
Director