

Minutes of the Bismarck Public Library Board of Directors

Date: April 24, 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 April Board meeting was called to order by M. Fladeland, President, at 12:07 PM. The March minutes had been mailed out in advance along with the minutes of the special Board meetings held April, 2nd, April 3rd, April 4th and April 7th for the purpose of interviewing and selecting a new Library Director. D. Weber moved to approve all the minutes. Seconded by L. Lucas. Motion carried.

The April vendor invoices and March financial reports had also been mailed out in advance. Following discussion, M. Schaff moved to approve the April 2014 vendor invoices. Seconded by L. Lucas. Motion carried. Following discussion, L. Lucas moved to accept the financial reports through March 31, 2014. Seconded by D. Weber. Motion carried.

M.J. Schmaltz gave Board members a list of five prospective Library Board candidates to replace L. Lucas and D. Weber who would be completing their second terms on the Library Board the end of June. One candidate had to be eliminated because she was not a city resident. The Board will need to approve two prospective candidates at the May meeting so their names could be forwarded to the City Commissioners for their approval at the June City Commission meeting.

M.J. Schmaltz had agreed to stay on until June 30th to help with the transition of Christine Kujawa to Library Director and the hiring of the Assistant Director. C. Kujawa reported that the assistant director position was being advertised on the NDLA and MPLA list serves, the MN Job Line, the Bismarck Tribune and the Bismarck City web site. The closing date for application acceptance is May 21st.

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

*Rachel Neva, lessee of the coffee shop, has hired one full-time employee to work during the day. It was noted that R. Neva still intends to sell the coffee shop if she can find a buyer. Board discussion followed on whether the Library should subsidize the coffee shop in order to keep it open. If the Library Board decides to do this, an amount would need to be included in the 2015 budget.

*A \$12,262.84 check had been received from the Doris Orr Estate following the death of her son, Robert Orr. They were long-time library users and Bismarck residents. M.J. Schmaltz suggested giving this money to the Library Foundation. L. Lucas moved to give the money from the Doris Orr Estate to the Library Foundation for them to put into the savings account for Teen Services. Seconded by M. Schaff. Motion carried.

*A long-time reference librarian, Kathy Vander Vorst, will be resigning August 8, 2014 to move to Fargo where her husband has accepted a job.

*The AARP may not be coming back in 2015 to provide tax help. They no longer have as many volunteers. They have grown out of the space the Library provides for them and parking for volunteers and clients has become a real problem.

For the Friends, C. Kujawa reported that the annual meeting for the election of officers had taken place April 7th. Following the annual volunteer appreciation dinner, a local author, Mary Ellen Erickson, presented the program.

For the Foundation, it was noted that the April Spring event at the Library was a real success. They raised over \$5,800 for Teen Services.

There being no further business, the meeting adjourned at 1:25 PM.

Respectfully submitted

Marilyn Barbie
Administrative Assistant

Mary Jane Schmaltz
Director