

# Minutes of the Bismarck Public Library Board of Directors

Date: September 22, 2016

Location: BPL Mezzanine Board Room; 515 North Fifth Street

Present: Library Board Members: Joyce Hinman, President; Pat Grantier, Vice President; Mike Fladeland, Bob Bartosh, and Mike Schaff.

Also Present: Christine Kujawa, Director; and Charlotte Strong, Administrative Assistant

Not Present: Elizabeth Jacobs, Assistant Director

The September Board meeting was called to order by Joyce Hinman, President, at 12:08 p.m.

The August 25<sup>th</sup> minutes had been mailed out in advance. B. Bartosh asked to revise a sentence in the Gifted Bean Coffee Shop section. The Gifted Bean was added so as to read, "The Board offered to help in the marketing of The Gifted Bean with the Library." M. Fladeland moved to approve the minutes. Seconded by P. Grantier. Motion carried.

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

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

- Bookmobile Budget Update:
  - The final County public budget hearing will be on Thursday, September 22, 2016 at 6:00 p.m. J. Hinman, P. Grantier, M. Fladeland, and B. Bartosh will attend. C. Kujawa asked if there were any questions. The following points were discussed.
    - Stops within the city mainly include assisted living centers and schools. In the summer, some afterschool programs are added to the stops. There are a good number of county students who attend the afterschool programs. The stops are divided by city and county 50%-50%, but the majority of time is spent at the county stops.
    - The service provided in the parking lot of the University of Mary is available for all the county residents in that area.
    - In addition to the over 4,000 bookmobile library cardholders, there are also about 1,700 cardholders that choose to have a city library card.
    - C. Kujawa presented a graph illustrating that the city/county library service agreement only costs \$12.78 per person for people living outside Bismarck.
- 100 Year Anniversary Update:
  - An Anniversary Committee consisting of interested leadership staff was formed to start the brainstorming process. The first meeting was held on Wed., Sept. 14<sup>th</sup>.

A survey, with input from library employees and longtime patrons had been completed in advance. The Committee met to review survey responses, discuss potential events and ideas, and delegate assignments. Estimated expenses are due by Oct. 7<sup>th</sup> with the goal of sharing the information with the Board at the October meeting.

- Teen Center Update:
  - C. Kujawa reported that we've had a good amount of media coverage on this project.
  - The construction crew is currently working on installation of carpet and cupboards.
  - Laura Rysavy and Traci Juhala are working on reaching out to area teachers about student art submissions for the center.

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

- The Foundation board nominated Betty Mills for the 2016 Pearce Award. Board members discussed the possibility of nominating corporations for future Pearce Award recipients.
- Kevin Dvorak, President of the ND Community Foundation presented at their last meeting.

For the Friends of the Library C. Kujawa reported on behalf of E. Jacobs:

- They are starting to plan for the next book sale, to be held in the Library's Meeting Rooms on October 6, 7, and 8.
- They plan to purchase three more Little Free Libraries in the near future. The current Friends president received a \$1,000 grant through the Women's Leadership Program to purchase the additional libraries. They are planning to place them in lower income neighborhoods, or in areas that do not currently have a Little Free Library.
- Pat Ness resigned from the Friends Board. Colleen Reinke took her seat.

The October Board meeting has been scheduled for October 27, 2016 at noon.

The meeting adjourned at 1:09 p.m.

Respectfully submitted,

Charlotte Strong  
Administrative Assistant

Christine Kujawa  
Director