

Minutes of the Bismarck Veterans Memorial Public Library Board of Directors

Date: March 23, 2017

Location: BPL Mezzanine Board Room; 515 North Fifth Street

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

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

Not Present: Mike Fladeland

The March Board meeting was called to order by Joyce Hinman, President, at 12:30 p.m.

The February 23rd minutes had been mailed out in advance. P. Grantier moved to approve the minutes. Seconded by B. Bartosh. Motion carried.

The vendor invoices for March 2017, along with the February financial reports had been mailed out in advance. Following discussion, M. Schaff moved to approve the March 2017 vendor invoices. Seconded by B. Bartosh. Motion carried. Following discussion, B. Bartosh moved to accept the February financial reports. Seconded by M. Schaff. Motion carried.

BVMPL Internet Policy:

- C. Kujawa provided an updated draft of recommended Public Internet Policy changes, which had not been fully updated for several years. The Board read and discussed each section of the policy, and made changes to wording in various areas. The Board decided to postpone approval until the next board meeting, after changes have been made and it has been reviewed by the City Attorney.

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

- C. Kujawa had provided a copy of 2015-2020 Strategic Plan progress. She asked if there were any questions. The Board appreciated being given the update and seeing how much progress has been on the plan.
- The Anniversary Committee continues to work on planning for the Open House, which is scheduled for the afternoon of Saturday, May 13 from 2-4pm. We received a "congratulations" video message from Senator Hoeven. It was played for the Board to view.
- C. Kujawa reported that we are still waiting for warmer weather to have the exterior building damage repaired. Hopefully, this will get completed in the next couple weeks. The light pole that had been damaged is still on order. The electrician will contact C. Kujawa when it arrives so it can be installed.

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

- At the next meeting scheduled for April 7th, there will be a board election for board members and officers for 2017-2018.

- The Development Committee is continuing to prepare for the Art of Books Spring Event, which will take place on April 28, 2017. Betty Mills will receive the Pearce Award. The event will include the silent art auction and trivia with Scott Wild, as done in the previous year. 27 artists are scheduled to attend. Invitations were sent out on March 15th.
- The Foundation is continuing to work with their auditor concerning what would be involved with changing from the cash basis to accrual method for their accounting records.

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

- The annual Spring Used Book Sale took place on March 2-4, 2017 in the meeting room area of the library. The Spring Used Book Sale is normally smaller than the Fall Used Book Sale, and it showed with the lower door count and profits (\$18,500 when typically \$20,000) because of this year's harsh winter.
- The Friends of the Library Annual Meeting is scheduled for Wednesday, April 5, 2017 beginning with a social at 6:00 pm, short business meeting at 7:00 pm, and the guest speaker, ND Poet Laureate Larry Woiwode, at 7:15 pm.
- They are in the process of organizing a program with ND author Debra Marquart toward the end of April.

The April Board meeting has been scheduled for April 27, 2017 at noon.

The meeting adjourned at 1:56 p.m.

Respectfully submitted,

Charlotte Strong
Administrative Assistant

Christine Kujawa
Director