

Minutes of the Bismarck Veterans Memorial Public Library Board of Directors

Date: April 27, 2017

Location: BPL Mezzanine Board Room; 515 North Fifth Street

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

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

The April Board meeting was called to order by Joyce Hinman, President, at 12:28 p.m.

B. Bartosh drafted and presented a Library Board Resolution pertaining to the 2017 North Dakota Star Library Award presented to the Bismarck Veterans Memorial Public Library (BVMPL) by the North Dakota State Library. The award recognizes the BVMPL as the #1 ranked library in North Dakota in many categories, especially the “above and beyond” service provided to Bismarck and surrounding communities. P. Grantier moved to accept the resolution. Seconded by M. Fladeland. Motion carried.

The March 23rd minutes had been mailed out in advance. B. Bartosh moved to approve the minutes. Seconded by M. Schaff. Motion carried.

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

Updated BVMPL Internet Policy:

- C. Kujawa provided an updated draft of recommended Public Internet Policy changes, with revisions and reviewed by the City Attorney. The Board read and discussed each section of the policy. Following discussion, M. Fladeland moved to approve the updated BVMPL Internet Policy. Seconded by M. Schaff. Motion carried.

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

- C. Kujawa presented a summary of expenses and revenue for the teen center project. B. Bartosh requested that this summary be provided to the Foundation Board at their May meeting. C. Kujawa stated that she would do this.
- C. Kujawa thanked the Library Board for the flower bouquet and resolution regarding the Star Library Award. Both will be displayed where all library employees can see them. She reported that the City Commission recognized the Library for the award at their April 25th meeting.
- Regarding building projects, the following have been completed: landscape cleanup and plaza reseal. Lawn cleanup will be done within the next couple weeks. The parking lot will be swept and striped before the end of April.

- C. Kujawa went through the schedule of anniversary events to be sure all Board members are aware of what will be going on throughout the month of May. She has been working with the City's PIO on organizing an anniversary billboard through the Mayor's Billboard Initiative. It will be up throughout the month of May. The library history video will be completed prior to the Open House scheduled for May 13.

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

- On April 7th, there was a board election for board members and officers for 2017-2018. All positions stayed the same with no changes.
- The Art of Books Spring Event will take place Friday evening, April 28, 2017, at the Library.
- The Foundation audit is in process. The auditor will be at the May meeting to go over the audit. The Finance Committee will not meet until the following week. They will discuss the Foundation's accounting method and the possibility of changing it from cash basis to accrual method.

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

- The Friends of the Library Annual Meeting was held on Wednesday, April 5, 2017 with ND Poet Laureate Larry Woiwode as the guest speaker.
- The Friends have a new president by term limit, Jennifer Bandy. Otherwise, all other positions stayed the same.
- On April 27, 2017, two programs will take place in Meeting Room A of the Library with ND author Debra Marquart: Seniors Speak Writing Workshop at 2:00 p.m. and An Evening with the Author at 7:00 p.m.
- The Friends are working with the Bismarck Larks of the Northwoods League in promoting one of their Community Programs – The Larks Reading Program (<http://northwoodsleague.com/bismarck-larks/larks-reading-program/>).

The May Board meeting has been scheduled for May 25, 2017 at 12:30 p.m.

The meeting adjourned at 1:32 p.m.

Respectfully submitted,

Charlotte Strong
Administrative Assistant

Christine Kujawa
Director