

Minutes of the Bismarck Veterans Memorial Public Library Board of Directors

Location: BPL Missouri River Room; 515 North Fifth Street

Present: Library Board Members: Mike LaLonde, President; Dianna Kindseth, Vice President; Mike Fladeland, and Sue Sorlie

Not Present: Library Board Member: Justin Hughes

Also Present: Christine Kujawa, Library Director; Elizabeth Jacobs, Assistant Library Director; Bea Kaiser, Administrative Office Manager; and guests Matt and Sandy McMerty, owners of The Gifted Bean Coffee House, and County Commission Liaison Becky Matthews

The February 23, 2023 Board meeting was called to order by M. LaLonde, President, at 12:00 p.m.

Gifted Bean Coffee House 2022 Review –

Matt and Sandy McMerty acknowledged that although prices increased, business has as well. They are keeping a close eye on staffing needs. Publicity and special events, including a segment on KX Studio 701 and bluegrass music, have been beneficial.

The January 26 minutes had been mailed out in advance. D. Kindseth moved to approve the minutes. Seconded by S. Sorlie. Motion carried. M. Fladeland stated that he will resubmit the previously approved Library Board Letter to the Editor.

The vendor invoices for February 2023, along with the January financial reports had been mailed out in advance. Following discussion, M. Fladeland moved to approve the February 2023 vendor invoices. Seconded by D. Kindseth. Motion carried. Following discussion, M. Fladeland moved to accept the January financial reports. Seconded by S. Sorlie. Motion carried.

Public Service Policy update:

- Damaged Items-
C. Kujawa explained that the proposed change identified the retention timeframe within the current policy. Following discussion, D. Kindseth moved to approve the proposed update. Seconded by M. Fladeland. Motion carried.

2022 Budget Year-End updates:

C. Kujawa explained the year end reflection of the Library, Bookmobile, and Donations budgets. Remaining funds are allocated to the Library Fund to be used for emergencies or one-time projects, upon approval by the Library Board. Renovating restrooms is the current major priority one-time project.

In the Director's report C. Kujawa reported:

- Carpet-

- Arrow Service Team will clean the main floor carpet during the evenings of March 19 and March 26.
- The meeting room carpet will be cleaned on March 5, courtesy of the Friends of the Bismarck Public Library.
- Citizen's Academy-
 - Twenty citizens will tour each library department tonight from 6:30-9 p.m. A representative staff member will be on hand to explain the function of their area as well as take questions.
 - Swag bags will be given to participants with printed library materials, magnets, etc.
- Legislative-
 - HB 1205 and SB 2123 both passed the judiciary committees and floors.
 - A small group of library directors are working on amendments for both bills, discussing potential compromise options, if any.
 - C. Kujawa will be meeting tomorrow with a local senator about possibly sponsoring an amended version of HB 1205.
 - A silent "read-in" is being organized by our patrons, to be held on March 2 at 5:30p.m. on the library plaza. A large sign and information sheets on the bills will be displayed. A press release will go out, all are encouraged to attend.
 - C. Kujawa met with a First Amendment attorney yesterday.
- Other-
 - The boilers were ordered shortly after the bid opening.
 - The First Amendment attorney has offered his services pro bono, and review of the engagement letter will follow.
 - J. Hughes offered to review the document on behalf of the Library Board. Following discussion, D. Kindseth moved to approve authorization for C. Kujawa to sign the engagement letter with the First Amendment firm offering pro bono services after review and finalization by J. Hughes. Seconded by M. Fladeland. Motion carried.

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

- Efforts continue to publicize the Foundation.
- The Art of Books event will be held April 28.

For the Friends of the Library (FOL), E. Jacobs reported:

- The book sale is being held March 2 – March 4, with set-up starting February 27.
- A donation drive will also be held on Monday, with volunteers accepting and sorting.

Other Business-

The regular Board meeting has been scheduled for Thursday, March 23, 2023 at 12:00 p.m.

The meeting adjourned at 12:52 p.m.

Respectfully submitted,

Bea Kaiser
Administrative Office Manager

Christine Kujawa
Library Director