

# Minutes of the Bismarck Veterans Memorial Public Library Board of Directors

Date: May 17, 2021

Location: BPL Missouri River Room; 515 North Fifth Street

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

Not Present: Mike Fladeland

Also Present: Christine Kujawa, Director; Elizabeth Jacobs, Assistant Director; and Bea Kaiser, Administrative Assistant

The May 17, 2021 Special Board meeting was called to order by B. Bartosh, President, at 10:02 a.m.

## 2022 Budget

- Library Budget:  
Following discussion, M. LaLonde moved to approve the 2022 Library base budget. Seconded by S. Sorlie. Motion carried.
- Bookmobile Budget:  
C. Kujawa explained the proposed budget and narrative. She met with County Commissioner Jones on May 6, 2021, who has approved of the draft budget. Following discussion, D. Kindseth moved to approve the proposed 2022 Bookmobile base budget. Seconded by M. LaLonde. Motion carried. There has been no notice as of yet for the County Budget Committee schedule.
- Donations Budget:  
Following discussion, M. LaLonde moved to approve the 2022 Donation base budget. Seconded by S. Sorlie. Motion carried.
- Capital improvement project (CIP):
  - Library hardware, software, and network upgrade project. High Point Networks performed an assessment and will provide an estimate, understanding it is necessary for the request submission. M. LaLonde moved to approve the budget concept of the project, and to submit the Capital Improvement Project request paperwork to the City. Seconded by S. Sorlie. Motion carried.
- Priority Initiatives:
  - Adding a full-time paraprofessional Adult Programming Assistant position. Following discussion, M. LaLonde moved to approve the initiative. Seconded by

- D. Kindseth. Motion carried.
- Requesting a salary adjustment of \$40,000 to adjust regular salaries of 13 full-time employees based on years of service, performance, and results of a salary survey conducted by Library Administration in 2020. Following discussion, D. Kindseth moved to approve the initiative. Seconded by S. Sorlie. Motion carried. C. Kujawa will meet with City Commissioner Nancy Guy and Dmitriy Chernyak, City Finance Director on Friday, May 21 to further discuss.
- Other:
  - The Library Technology Manager position has been posted again.
  - B. Bartosh offered a reminder of the upcoming Board Officers election.
  - C. Kujawa explained that the Monday, June 21 Library Board meeting is a result of City budget timelines and annual ALA conference.

The regular Board meeting has been scheduled for Thursday, May 27, 2021 at 12:00 p.m.

The meeting adjourned at 10:45 a.m.

Respectfully submitted,

Bea Kaiser  
Administrative Assistant

Christine Kujawa  
Director