

Minutes of the Bismarck Veterans Memorial Public Library Board of Directors

Date: June 27, 2019

Location: Broadway Grill & Tavern; 100 W Broadway

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

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

The June 27, 2019 Board meeting was called to order by M. Schaff, President, at 12:02 p.m.

The June 3 minutes had been mailed out in advance. J. Hinman moved to approve the minutes. Seconded by P. Grantier. Motion carried.

The vendor invoices for June 2019, along with the May financial reports had been mailed out in advance. Following discussion, B. Bartosh moved to approve the June 2019 vendor invoices. Seconded by S. Sorlie. Motion carried. Following discussion, J. Hinman moved to accept the May financial reports. Seconded by B. Bartosh. Motion carried.

Board member changes:

- J. Hinman moved to nominate Mike LaLonde to a three year term, replacing outgoing board member M. Schaff, and B. Bartosh to a second three year term. Seconded by P. Grantier. Motion carried. Their names will be forwarded to the City Commission for approval of the appointments.
- P. Grantier moved to appoint B. Bartosh as President, municipal designated representative, and the Library Board representative for the Bismarck Library Foundation, Inc., and J. Hinman as Vice President. Seconded by S. Sorlie. Motion carried.

2020 base Bookmobile, Library, and Memorial Budgets:

- Bookmobile Budget- C. Kujawa explained that although the Bookmobile base budget had already been approved by the Board, some changes were made, however resulting in the same total. Following discussion, J. Hinman moved to approve the 2020 Bookmobile base budget. Seconded by B. Bartosh. Motion carried.
- Library Budget- Following discussion, P. Grantier moved to approve the 2020 Library base budget with changes. Seconded by J. Hinman. Motion carried.
- Memorial Budget - Following discussion, J. Hinman moved to approve the 2020 Memorial budget. Seconded by B. Bartosh. Motion carried.

In the Director's report C. Kujawa reported:

- She has been working on the budgets.
- She is waiting to hear back from the siding company regarding the eastside panels. Industrial Enterprises, Inc. will be in contact with her when they receive information from the vendor as to how to proceed.
- The security bid was approved for Bis-Man Security at the June 25 City Commission meeting. A contract will be created by the City Attorney, followed by coordination of the new vendor start date.
- The Part-Time Service Award Ceremony, honoring three staff members, will be held Tuesday, July 9 at 10:00 a.m. J. Hinman will attend.
- The City Budget Committee will meet Wednesday, July 10 at 4:00 p.m. C. Kujawa, J. Hinman, and B. Bartosh will attend.
- The County Budget hearing will be held Monday, July 15 at 8:30 a.m., and will be attended by C. Kujawa, J. Hinman, and S. Sorlie.
- Statistics provided by Traci Juhala, Head of Youth Services, reflected that in May over 7,500 were served at special events.

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

- Fundraising continues for the new bookmobile.
- No meeting will be held in July.

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

- Book sorting continues for the next book sale.
- No meeting will be held in July.

The Library Board Trustees and Library Administration expressed their gratitude to M. Schaff for his six years on the Library Board and dedication to advocate for the Library.

The regular Board meeting has been scheduled for Thursday, July 25, 2019 at 12:00 p.m.

The meeting adjourned at 1:09 p.m.

Respectfully submitted,

Bea Kaiser
Administrative Assistant

Christine Kujawa
Director