

Minutes of the Bismarck Veterans Memorial Public Library Board of Directors

Date: July 25, 2019

Location: BPL Mezzanine Board Room; 515 North Fifth Street

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

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

Not Present: Library Board Member: Mike LaLonde

The July 25, 2019 Board meeting was called to order by B. Bartosh, President, at 12:07 p.m.

The June 25 minutes had been mailed out in advance. P. Grantier moved to approve the minutes. Seconded by J. Hinman. Motion carried.

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

In the Director's report C. Kujawa reported:

- The next County budget meeting will be held August 5 at 5:00 p.m. B. Bartosh and C. Kujawa will attend.
- Brush carpet in the lobby will be replaced next week.
- An art mural committee was formed to provide input for two large art murals planned for the interior of the Library. Members include S. Sorlie, M. LaLonde, and Kristi Paris. Survey comments have shared with the group, which will meet on August 8. Suggested inclusions will be shared with local artist, Melissa Gordon, who will formulate designs. Proposed murals will be shared with the committee and Library Board members for approval.
- Architect Richard Bohrer of Architectural Concepts, Inc. is working on the paperwork for the bid process for the HVAC project. A walkthrough with the engineers is planned for July 30. Bids will be sought for contractors. Bruce Schirado, Facilities Manager, Lynn Bryntesen, Head of Maintenance, and C. Kujawa will be included in project discussions. The Board was invited, and will be provided with updates throughout the process.
- At the City Commission meeting July 23, the City Budget Committee sought direction due to the value of a mill being steady, resulting in little extra funding. Options were provided for cost savings. The City Budget committee will meet with Commissioners again on August 7 at 8:30 a.m.

- Local developer Chad Wachter, spoke at a recent Bismarck Rotary Club meeting on the Silver Ranch development in Bismarck, an expected 30 year project. Long term plans include a possible satellite library. C. Kujawa suggested that the Library be included in planning.
- SirsiDynix was contacted to request a change to the Central Dakota Library Network (CDLN) contract to instead be listed as the City of Bismarck.
- LDV Custom Specialty Vehicles continues to review additions and deletions for the new Bookmobile. Upon completion, they will present specifications via webinar.
- By year end, Board members will determine whether to extend the Gifted Bean lease. Owners Matt and Sandy McMerty have expressed interest in renewing for the same timeframe, a 3-4 year lease. The contract will be available for review at the next Board meeting.

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

- No meeting was held in July.

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

- Volunteers have been sorting for the fall book sale, donations have been plentiful.
- A booth was sponsored at the Family Riverwalk Day to promote Friends as well as the Library.
- No meeting was held in July.
- The Ice Cream Social will be held on July 29.

The regular Board meeting has been scheduled for Thursday, August 22, 2019 at 12:00 p.m.

The meeting adjourned at 12:40 p.m.

Respectfully submitted,

Bea Kaiser
Administrative Assistant

Christine Kujawa
Director