

Minutes of the Bismarck Veterans Memorial Public Library Board

Location: BVMPL Missouri River Room; 515 North Fifth Street

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

Also Present: Christine Kujawa, Library Director; Elizabeth Jacobs, Assistant Library Director; Bea Kaiser, Administrative Office Manager; and guests Bismarck City Administrator Jason Tomanek and Bismarck Library Foundation Executive Director Simon Moore

Not Present: Library Board Member: Justin Hughes

The April 25, 2024 Board meeting was called to order by D. Kindseth, President, at 12:00 p.m.

The March 28 minutes had been mailed out in advance. M. LaLonde moved to approve the minutes. Seconded by M. Fladeland. Motion carried.

The vendor invoices for April 2024, along with the March financial reports had been mailed out in advance. Following discussion, M. Fladeland moved to approve the April 2024 vendor invoices. Seconded by M. LaLonde. Motion carried. Following discussion, M. Fladeland moved to accept the March financial reports. Seconded by M. LaLonde. Motion carried.

S. Moore introduced himself and provided his background. He was asked to give the Foundation report in J. Hughes's absence. He shared enthusiasm about the recent Art of Books event, and that two pieces were donated to the library. There were many newcomers whom he will follow up with. Upcoming plans include a restroom renovation campaign and increasing Foundation membership.

2024 concrete repair project:

C. Kujawa explained that tree roots have caused additional cracking and buckling over the winter, since the original bid process, which was awarded to Myhre Concrete Design, Inc. Myhre Concrete Design, Inc. provided an estimate for the additional damage to be repaired. M. Fladeland moved to approve the estimate for the additional damage and to complete the remainder of the project within the approved budget of \$40,000. Seconded by M. LaLonde. Motion carried.

Discussion: Sue Sorlie board position:

A list of suggested potential candidates was shared. J. Tomanek mentioned that term expirations for City advisory boards expire at the same time, easing efforts in the call for applicants. D. Kindseth noted differences between the city's advisory boards and the library's governing board of directors. A supportive board is an operational necessity, with skills specified in the search process. C. Kujawa will update the library board's application for appointment and will share with the library board for review to ensure all necessary skill sets and requirements for board member candidates are covered.

Library Director's report:

- Personnel updates -

- Kristi Simenson, Library Foundation Office Manager, and B. Kaiser were recognized for Administrative Professionals Day on April 24.
- Tiffany Towne will be returning to the library on May 28, in the position of Youth Services Programming Coordinator - Children.
- Shelving Associate Moorea Knapp accomplished a perfect score of 36 on the ACT test.
- 2025 budget update-
 - A special library board meeting will be held May 9 to review the proposed Library, Burleigh County Library, and Donations budgets.
 - J. Tomanek added that budget meetings schedules have not yet been determined, the finance department portfolio was recently transferred to City Commissioner Greg Zenker.
 - No county budget schedule has been announced yet.
- Program updates-
 - Families Around the World held April 22, welcomed over 250 in attendance celebrating diversity through informational booths, exhibits, crafts, and dance.
 - A music and book series by two local performers includes three events combining music and books with historical context. The first performance was well attended, the following events will be held May 30 and June 20.
 - Humanities ND is partnering with the library on a Community Reads event on April 29, with a discussion with the author and a book giveaway.
- Other-
 - The Burleigh County Library received national recognition from ABOS (Association of Bookmobile & Outreach Services.)
 - E. Jacobs explained that she has been involved in the city's overall website redesign process, which includes redesign of the library's web site. The upgrade process is almost complete, migrating to the new site design on May 8.

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

- No meeting in April.
- There will be a smaller scale book sale held in conjunction with the summer reading kickoff at the end of May.

The special Board meeting to discuss the 2025 budgets has been scheduled for Thursday, May 9, 2024 at 12:00 p.m. The next regular Board meeting has been scheduled for Thursday, May 23, 2024 at 12:00 p.m.

The meeting adjourned at 1:14 p.m.

Respectfully submitted,

Bea Kaiser
Administrative Office Manager

Christine Kujawa
Library Director