

Minutes of the Bismarck Veterans Memorial Public Library Board of Directors

Location: BVMPL Missouri River Room; 515 North Fifth Street

Present: Library Board of Directors (Library Board) Members: Dianna Kindseth, President; Mike Fladeland, Vice President; Nancy Guy, and Justin Hughes

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

Not Present: Mike LaLonde

The February 27, 2025, Library Board meeting was called to order by D. Kindseth, President, at 12:01 pm.

The January 23, 2025, minutes had been mailed out in advance. N. Guy moved to approve the amended minutes. Seconded by J. Hughes. Motion carried.

The vendor invoices for February 2025 and additional December 2024, along with the January financial reports, had been mailed out in advance. Following discussion, M. Fladeland moved to approve the February 2025 and additional December 2024 vendor invoices. Seconded by N. Guy. Motion carried. Following discussion, M. Fladeland moved to accept the January financial reports. Seconded by N. Guy. Motion carried.

Library Director's report:

- The Bismarck Library Foundation, Inc. (BLF) Campaign Committee has begun working on a campaign plan including strategies, campaign material, and a timeline for the restroom renovation project. Timing will be connected to the public bidding process. They would like one member of the Library Board to serve on the committee, M. Fladeland offered to do so.
- SB 2307 passed in the Senate Judiciary Committee and the full Senate. It will move to the House Judiciary Committee after crossover on 3/3/25.
- An emailed joint statement was sent to donors, supporters, and members on behalf of the BLF, Friends of the Bismack Public Library, and Library Board.
- The Library Board requested C.Kujawa look into having the BLF share the joint message with local legislators and having it published as an op-ed piece in The Bismarck Tribune.
- A summary of SB 2307 and the joint message was shared with City Commissioners at their February 25 meeting. Commissioners Anne Cleary and John Risch III spoke in opposition to the bill. After discussion, Mayor Schmitz said the City Commission opposes the bill.
- Right to Read ND is a coalition of librarians and citizens holding 30-minute silent read-out events around the state, including on the library plaza on Saturday, March 1, 2025, from 2:00 to 2:30 pm.
- In March C. Kujawa will present the 2024 year-end budget and library fund review. As she receives budget schedules and information from the city and county, she will share it with the Library Board. She will also inform them when the 2025 ND Public Library Survey is submitted, which contains 2024 data and statistics, a requirement to receive State Aid to Public Libraries funding.

- The ad hoc Nominating Committee will meet soon to review Library Board applications for appointment. The Library Board will take action to fill the vacancy at the May meeting. C. Kujawa will request approval by the City Commission of the nomination and recommended appointment. June will be the final meeting for the outgoing member, the incoming member will be invited as a guest, with duties assumed on July 1.
- The 2025 budget, approved by the Library Board, includes funding to move a paraprofessional non-exempt full-time employee to professional exempt status and a part-time Adult Services Associate employee to full-time non-exempt status.
- In 2025, Library Administration will review all library job descriptions and update them with the city's template for a consistent look across the organization. Updates to the Library Director's job description will be brought to the Library Board for review and approval.

For the Bismarck Library Foundation, Inc., J. Hughes reported:

- S. Moore is aggregating responses from the BLF's annual Board member survey.
- Right to Read ND's read-out event was discussed, and BLF Board members were asked to be available for media comments.
- The spring event will change from the Art of Books to a friend and supporter gathering, including trivia and a scavenger hunt to learn about the library.

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

- The book sale will be held next week, Thursday through Saturday. Volunteers will begin preparatory work tomorrow, and there will be plenty to sell.
- The vintage book sale raised \$3,500 and will be held again in the future.

Other Business:

- The May and June Library Board meetings have been rescheduled to May 20, 2025, and June 16, 2025.

The next regular Library Board meeting is scheduled for Thursday, March 27, 2025, at 12:00 pm.

The meeting adjourned at 12:50 pm.

Respectfully submitted,

Bea Kaiser
Administrative Office Manager

Christine Kujawa
Library Director