



# Library Board of Directors

## REGULAR MEETING April 23, 2026

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| Missouri River Room | Bismarck Veterans Memorial<br>Public Library<br>515 N. 5th St.<br>Bismarck, ND 58501 | 12:00 PM |
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### AGENDA

1. Call to Order
2. [Public Comment Policy](#)
3. Approval of Meeting Minutes - March 26, 2026
4. Approve Invoices
5. Accept Financial Reports
6. Library Director's Monthly Report
7. Report: Bismarck Library Foundation, Inc. - Justin Hughes
8. Report: Friends of the Bismarck Public Library Staff Liaison - Elizabeth Jacobs
9. Other Business

### ADJOURN

Next Regular Board Meeting: May 28, 2026

# **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: Mike Fladeland, Vice President; Bob Bartosh, and Dianna Kindseth

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

Not Present: Justin Hughes, President; and Nancy Guy

The March 26, 2026, Library Board meeting was called to order by M. Fladeland, Vice President, at 12:01pm.

There were no appearances for public comment.

The February 26, 2026, minutes had been mailed out in advance. D. Kindseth moved to approve the amended minutes. Seconded by B. Bartosh. Motion carried.

The vendor invoices for March 2026, along with the February financial reports, had been mailed in advance. Following discussion, B. Bartosh moved to approve the March 2026 vendor invoices. Seconded by D. Kindseth. Motion carried. Following discussion, D. Kindseth moved to accept the February financial reports. Seconded by B. Bartosh. Motion carried.

Library Director's report:

- 2025 Year-end budget summary: C. Kujawa provided a year-end summary of the Library, Burleigh County Library, and Donations budgets. Year-end revenue balances remain in the library fund for emergencies, one-time projects, and to balance the library budget, upon approval by the Library Board.
- The restroom renovation project is progressing with the new public Main Floor and meeting room restrooms open and usable, as well as staff break room restrooms. Final tasks are being completed outside of the hours of operation. A grand opening will be held when the project is finalized and all work is confirmed as complete, estimated for May or June.
- Demolition has begun in the public Lower-Level stack restrooms, as well as staff restrooms in the Children's Library, Administration, and the Main Floor. The demolition of the lobby restroom to repurpose the space will occur at the end of the project for usable facilities during the project. Meeting room policy language will need to be updated regarding reserving the new space. C. Kujawa will work with local social service agencies for input and will request Library Board approval of the recommended policy changes.
- The 2026 ND Public Library Survey has been submitted.
- C. Kujawa has started working on the 2027 budget process; the City of Bismarck budget schedule has not been announced yet.
- April library events include BARK, Bird Club, Families Around the World, and others that can be found on the library's online events calendar.

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

- To date, the Bismarck Library Foundation, Inc. (BLF) has raised \$429,313.73 for the project, with fundraising efforts continuing.
- The Events Committee is planning for the Novel Night fundraising event, which will be held on April 24, 2026.
- This year marks the 50th anniversary of the BLF.

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

- The spring book sale raised \$21,500. The 325 volunteer hours for the sale, in addition to 380 hours of ongoing sorting since October, made the sale a successful community event.

Other Business:

- None

The next regular Library Board meeting is scheduled for Thursday, April 23, 2026, at 12:00pm.

The meeting adjourned at 12:39pm.

Respectfully submitted,

Bea Kaiser  
Administrative Office Manager

Christine Kujawa  
Library Director