



Library Board of Directors

REGULAR MEETING June 18, 2026

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

1. Call to Order
2. [Public Comment Policy](#)
3. Approval of Meeting Minutes - May 28, 2026
4. Approve Invoices
5. Accept Financial Reports
6. Approve Meeting Room Policy Update
7. Approve Concrete Project and Bid
8. Library Director's Monthly Report
9. Report: Bismarck Library Foundation, Inc. - Justin Hughes
10. Report: Friends of the Bismarck Public Library Staff Liaison - Elizabeth Jacobs
11. Other Business

ADJOURN

Next Regular Board Meeting: July 23, 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: Justin Hughes, President; Nancy Guy, and Dianna Kindseth

Also Present: Christine Kujawa, Library Director; Elizabeth Jacobs, Assistant Library Director; Bea Kaiser, Administrative Office Manager; and Vice President Mike Fladeland via phone

Not Present: Bob Bartosh

The May 28, 2026, Library Board meeting was called to order by J. Hughes, President, at 12:03pm.

There were no appearances for public comment.

The April 23, 2026, minutes had been mailed out in advance. N. Guy moved to approve the minutes. Seconded by M. Fladeland. Motion carried.

The vendor invoices for May 2026, along with the April financial reports, had been mailed in advance. Following discussion, M. Fladeland moved to approve the May 2026 vendor invoices. Seconded by N. Guy. Motion carried. Following discussion, D. Kindseth moved to accept the April financial reports. Seconded by N. Guy. Motion carried.

2026-2027 – Library Board of Directors:

- N. Guy, of the Nominating Committee, discussed candidates for the upcoming Library Board member vacancies; outgoing board members D. Kindseth and M. Fladeland will be replaced.
- Following review and discussion, D. Kindseth moved to approve the election of Brent Ekstrom and Cecile Wehrman for a three-year term on the Library Board of Directors. Seconded by M. Fladeland. Motion carried.
- Following review and discussion, N. Guy moved to approve the election of J. Hughes for the position of President, serving as the designated municipal representative in accordance with NDCC 40-38-03, and N. Guy as Vice President for 2026-2027. Seconded by D. Kindseth. Motion carried.

2027 Budgets:

- C. Kujawa presented the 2027 BCL budget, donations budget, and library budgets, noting minimal changes except those relating to the restroom renovation project. Following review and discussion, M. Fladeland moved to approve the 2027 donation budget, Burleigh County Library budget, and library budget. Seconded by N. Guy. Motion carried.
- C. Kujawa provided important dates in the 2027 budget process to be aware of.

Library Director's report:

- The restroom renovation project is on track; flooring epoxy was done while the library was closed on May 8 and May 15, 2026. Painting, tiling, and plumbing trimming for the restrooms are in process.
- The lobby renovation space is coming together. C. Kujawa met with some social service providers regarding room use and policy input. An updated meeting room policy and an outline of how the new space will be utilized will be proposed for review at the June Library Board meeting.
- The LED lighting project and application for the energy conservation grant through the ND Department of Commerce were approved by the City Commission on May 26, 2026. The change order for the contract will go through the City's contract review process. Paperwork for the grant will start, then the work will be scheduled with Honeywell.
- Multiple summer activities can be found in the new seasonal brochures.
- The City's Strategic Plan was distributed and includes the library's involvement in that plan.

For the Bismarck Library Foundation, Inc. (BLF), C. Kujawa reported:

- The Library Foundation Office Manager vacancy posting will close on May 31, 2026.

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

- A book sale was held yesterday in conjunction with the summer reading kick-off; \$800 was raised in two hours.
- Librarypalooza will be held on July 27, 2026, combined with the summer reading celebration.

Other Business:

- None

The next regular Library Board meeting is scheduled for Thursday, June 18, 2026, at 12:00pm.

The meeting adjourned at 12:36pm.

Respectfully submitted,

Bea Kaiser
Administrative Office Manager

Christine Kujawa
Library Director