

Minutes of the Bismarck Veterans Memorial Public Library Board

Location: BVMPL Missouri River Room; 515 North Fifth Street

Present: Library Board of Directors (Library Board) Members: Mike Fladeland, Vice President; Justin Hughes, and Mike LaLonde

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

Not Present: Dianna Kindseth, President; and Nancy Guy

The November 21, 2024, Library Board meeting was called to order by M. Fladeland, Vice President, at 12:03 p.m.

The October 24, 2024, minutes had been mailed out in advance. M. LaLonde moved to approve the minutes. Seconded by J. Hughes. Motion carried.

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

Library Director's report:

- C. Kujawa presented a draft letter to Matt and Sandy McMerty, owners of The Gifted Bean Coffee House, which J. Hughes had reviewed. It will be signed and delivered in December, as approved at the Library Board's October 24, 2024 meeting.
- C. Kujawa and E. Jacobs will meet with Eng Tech tomorrow for final drawings and cost estimates for the restroom renovation project. A project presentation is planned for the December or January Library Board meeting for Library Board approval. C. Kujawa would then present to the Bismarck Library Foundation to consider a fundraising campaign, in addition to library funding for the project.
- The door security project is complete, the final invoice will follow.
- Technology equipment has been upgraded in the Missouri River Room. City of Bismarck (City) IT has been upgrading various City conference rooms and included this room in their project. The \$20,000 expense, approved by City Finance Director Dmitriy Chernyak, was funded through the City general fund.
- Five staff librarians attended the American Library Association Core Forum 2024 conference in Minneapolis, MN. It focused on leadership and management with over 500 in attendance.
- The You Belong Here celebration was held on the evening of November 19, 2024, featuring acoustic guitar and refreshments. It was a successful event and patrons enjoyed the festivities.
- Library Board members will be asked to review online Library Board Application for Appointment form in December, in preparation for upcoming openings.

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

- The 2025 budget was approved.
- Discussions have begun regarding support for the restroom renovation project.

- A meeting is being held at noon to discuss the upcoming spring event.
- A hearing will be held in 2025 regarding a lawsuit which involves the Library Foundation as a beneficiary of a deceased donor.

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

- The preliminary 2025 budget was reviewed and will be approved in January.
- They will fund a technological upgrade in meeting room A, and shelving with space enhancements in Youth Services. They will continue to support the Mobile Library expenses such as fuel and vehicle insurance. They funded a new alternator and battery this year, with plans to add a back-up camera and decal re-wrap in 2025.
- Book sale preparation work continues.

The next regular Library Board meeting has been scheduled for Thursday, December 19, 2024, at 12:00 p.m.

The meeting adjourned at 12:33 p.m.

Respectfully submitted,

Bea Kaiser
Administrative Office Manager

Christine Kujawa
Library Director