

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, Bob Bartosh, and Dianna Kindseth

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

Not Present: Mike Fladeland, Vice President

The June 18, 2026, Library Board meeting was called to order by J. Hughes, President, at 12:05pm.

There were no appearances for public comment.

Introductions were made to Library Board-elect C. Wehrman.

The May 28, 2026, minutes had been mailed out in advance. D. Kindseth moved to approve the minutes. Seconded by B. Bartosh. Motion carried.

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

Meeting Room Policy Update:

C. Kujawa provided an updated draft of the library's Meeting Room Policy. Following review and discussion of the documentation, B. Bartosh moved to approve the updated Meeting Room Policy. Seconded by N. Guy. Motion carried.

Concrete Project and Bid:

C. Kujawa explained that efforts to eliminate water seepage issues proved futile. Public Works recommended extending the concrete apron around the building's perimeter. Bids were sought for the project; the Library Board requested an opinion from City Engineering before proceeding. No action was taken at this time.

Library Director's report:

- Tony Swearingen, recently hired as City Facilities Manager, toured the library with Public Works Ryan Glass, E. Jacobs, C. Kujawa, and Building and Grounds Manager Lynn Bryntesen.
- A restroom renovation walk-through to create a punch list of outstanding items will occur tomorrow at 8:00am, including the architect, general contractor, Public Works Director of Services Operations Steve Salwei, and T. Swearingen. C. Kujawa will meet with the architect in the afternoon to summarize the morning walk-through.

- On Monday, Honeywell will be on site to discuss project specifics and plans to start on Tuesday at 6:00am. Sixth Street parking has been blocked off for contractors. A request has been submitted to extend the Sixth Street closure to accommodate continued need during the lighting project.
- The library's 2027 budget meeting with the Burleigh County Budget Committee is June 24, 2026, at 9:00am and 2:00pm on the same day with the City Budget Committee. C. Kujawa and D. Kindseth will attend both meetings.
- C. Kujawa has been coordinating the hiring process for the Library Foundation Office Manager vacancy.
- C. Kujawa and N. Guy met with new Library Board members Brent Ekstrom and C. Wehrman for orientation and obtained their required oaths to begin service on July 1, 2026. M. Fladeland and D. Kindseth's terms will expire on June 30, 2026.
- The library remains busy with many events that can be found on the online event calendar.

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

- Four new directors have been appointed to the Library Foundation Board, with orientation to follow.
- Continued campaign outreach efforts for the restroom renovation have raised 60% over the initial goal. The project is moving smoothly, with minor contingencies that had been allotted for.
- Library Foundation Office Manager Kristi Simenson is retiring effective June 30, 2026, and has agreed to help in the interim as needed. The hiring process continues.
- Library Foundation Executive Director Simon Moore has resigned; decisions are being made on when to post the vacancy.
- Bylaws are being reviewed to consider updates and minor policy changes.

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

- The annual membership meeting will be held on August 11, 2026, to discuss business. Two long-term board members will need to be replaced.
- Librarypalooza will be held on July 27, 2026, combined with the summer reading celebration.

Other Business:

- L. Bryntesen will be retiring effective June 30, 2026. His party will be from 2-4pm in the Missouri River Room that day.
- Appreciation was expressed to D. Kindseth and M. Fladeland for their service to the Library Board.

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

The meeting adjourned at 12:55pm.

Respectfully submitted,

Bea Kaiser
Administrative Office Manager

Christine Kujawa
Library Director