

**Valley City/Barnes County Public Library Board meeting Minutes
Tuesday, January 8, 2013 5:15 pm at the Library**

Members present: Stephanie Cummings, Margaret Dahlberg

Library Staff present: Liz Hoskisson (Interim Director), Mary Ann Anderson (Children's Librarian), Corinne Wenzel (Bookkeeper)

- I. **Call to order:** Interim Director Hoskisson called the regular meeting to order at the VC/BC Public Library (410 North Central Ave), Valley City, ND, at 5:15 pm on Tuesday, January 2, 2013. Margaret Dahlberg was welcomed as the new County Representative.
- II. **Minutes:** Wenzel indicated that the minutes should be amended to indicate that the Holiday Salad Luncheon (Section V) showed a \$760.00 profit. Dahlberg moved approval as amended; Cummings seconded. Motion carried.
- III. **Financial items:**
 - A. Wenzel presented the monthly income and expenses and the profit and loss summary. Cummings moved approval of the financial statement and bills as presented; Dahlberg seconded. Motion carried.
 - B. Hoskisson presented an explanation of the Barnes County mill allotment for 2013. She and Wenzel met with K. A. Christenson and Beth Didier. The County Commission awarded the VC/BC Public Library two full mills (\$99,388.00), not the maximum levy requested. This award is \$1000.00 less than requested; Hoskisson noted that the Library's estimated 2013 budget is based on the larger amount, and expenses will need to be adjusted accordingly.
- IV. **Board position changes:** With the resignation of Treasurer Dave Leussen, the Board must select a new treasurer. Cummings (current Secretary) volunteered to take the Treasurer position if someone would take the Secretary position. Dahlberg agreed to be Secretary. In the absence of other Board members, these changes will need to be confirmed at the next meeting.
- V. **Signature card changes:** Hoskisson identified the signature cards that need to be updated at Edward Jones, First Community Credit, and Wells Fargo. Phil Leitner, Liz Hoskisson, Stephanie Cummings, and Mary Ann Anderson will all need to complete the necessary paperwork so signature cards can be appropriately updated.
- VI. **Audit Status:** Harold Rotunda is scheduled to begin the library's audit on January 15. He will be reviewing 2010-2011. He is tentatively scheduled to speak to the Board at the next meeting (February 12, 2013).
- VII. **ODIN grant:** Hoskisson indicated that the Library did not apply for this grant, because of local costs (filtering system for computers, postage for sending books) and continuing costs for new materials.
- VIII. **Library Operating System:** The Follett/Winnebago/Spectrum system will need to be updated in August. Hoskisson is collecting information on other systems. She noted the Board may wish to delay this decision until the new Director is in place, if possible.
- IX. **New Director Search:** Applications are due January 31, 2013. So far we have received four.
- X. **End of year report:** due to State Library in February. Request for their funding dollars is part of this process.
- XI. **Adjourn:** Cummings moved to adjourn; Dahlberg seconded.

Next Meeting is Tuesday, February 12, 2013, at 5:15 pm

Respectfully Submitted,

Margaret Dahlberg, Secretary pro tem