

DIVIDE COUNTY LIBRARY BOARD MEETING – June 13, 2023

Meeting was called to order by Mr. Nate Nelson on Tuesday, June 13, 2023, at 5:03p.m. Board members present: Nate Nelson, Carol Williams, Commissioner Isaac Jacobs, and Library Director Traci Lund. Rita Stewart and Mike Melgaard were absent.

Minutes from the March 29, 2023, meeting were read. Motion to approve the meeting minutes made by Mr. Jacobs. Seconded by Ms. Williams. Motion passed.

Librarian's Report: North Dakota State Legislature passed HB1205. Little change will be needed as the library already uses the required Miller test to select books and submits the policy to the State Library.

The library email of dclibrary@gmail has been set up and a second email account for fulltime employee, Ms. Vonni Anderson, will be active soon.

Summer reading and story time is bringing over 100 young people to the library on Wednesdays. This year community members, including Nikita Swanson, Lorie Stewart, Ciara Sorum, and Randy Landsverk, have been asked to speak about their careers.

Ms. Rita Stewart joined the meeting.

Inventory is proceeding quickly with the usage of two laptops. The juvenile section is being weeded. After weeding, a book sale will be held, possibly, as soon as August.

Ms. Lund is working on upcoming programs and displays: John Bayer author visit, hospital book cart, display of beginning chapter books, and updating the library's website with the new/updated policies.

Old Business: With the hiring of Ms. Vonni Anderson, a review of the employee handbook shows that it is out of date. Ms. Lund plans to review the County's handbook and revise the library's.

Ms. Traci Lund will continue working as the school librarian for the 2023/2024 school year.

New Business: Ms. Marissa Ratcliffe has resigned from the board. Mike Melgaard has been appointed to the board to fill the last year of her term.

2024 Budget review. State aid will decrease, possibly to the pre-Covid level. The exact amount is unknown. Health insurance costs increased almost 10%. Discussed raising board salaries and increasing requested levy \$10,000. Motion to approve the 2024 budget as presented with a levy increase to \$125,000 and board salary to \$155,000 made by Ms. Stewart and seconded by Mr. Jacobs. Motion passed with all in favor.

Ms. Lund plans to remodel the north side of the library. Motion made by Mr. Jacobs to approve the transfer of \$12,500 out of the investment fund to do library upgrades. Seconded by Ms. Williams. Motion passed with all in favor.

Motion to approve the 2024 copier budget made by Ms. Stewart. Seconded by Mr. Jacobs. Motion passed with all in favor.

The Purchasing Policy was presented by Ms. Lund. Board discussed quoting the Miller policy vs. HB1205 in the policy. Ms. Lund will revise the policy to add HB1205 language.

State Aide Report was submitted to the State Library. Divide County is a Tier 1 library.

Motion to adjourn the meeting was made by Ms. Williams and seconded by Ms. Stewart.

The meeting ended at 5:46 p.m.

Next meeting will be in July.