

Bowman Regional Public Library Board of Directors
AGENDA for December 18, 2023
4 PM

Bowman Regional Public Library Makerspace Workroom
18 Divide St. East
Bowman, ND 58623

1. Approve Order of the Agenda ACTION
2. Minutes of the November 20th Meeting ACTION
3. Director's Report
4. Old Business
 - a. Advertising - Sign ACTION
5. New Business
 - a. 2024 Meeting Schedule ACTION
6. Statistical Reports
 - a. November Usage
7. Next Regular meeting Monday, January 15th 4 PM in Library
8. Adjourn

Bowman Regional Public Library Board of Directors
MINUTES for November 20, 2023
4 PM

Bowman Regional Public Library Makerspace
18 Divide St. East
Bowman, ND 58623

Attendance: Lynn Brown, Kristy Miller, Edna Paulson, Benji Schaaf; Director, Sarah Snavelly. Absent: Jean Nudell.

Meeting called to order at 4:03 PM.

Paulson moved to approve the order of the agenda. Schaaf seconded. MC

Schaaf moved to approve the minutes as presented. Paulson seconded. MC.

Snavelly presented the Director's Report including updates of current projects and the calendar for upcoming events including the progress of the Greenspace/Library Backyard, and grants. Discussed grants for access pertaining to projects within the Library Greenspace including a sensory garden and activities. Also discussed reaching out to Scranton including Scranton School, Community Daycare, etc.

Unfinished Business

1. Waiting on estimate for Sign. Tabled.

New Business

1. Discussed End of Year/Appreciation bonuses. Schaaf moved to distribute a one-time \$500 Appreciation bonus to Brooks and Snavelly and \$350 Appreciation bonus to Braaten. Brown seconded. MC.
- 2.

Statistical Reports

1. Snavelly presented the usage reports from October 2023.

Next meeting, Monday, December 18th at 4:00PM in the Bowman Regional Public Library Makerspace workroom.

Miller moved to adjourn the meeting, Schaaf seconded. MC. Meeting ended at 5:18 PM.

Bowman Regional Public Library Director's Report - November 2023

Brooks organized Preschool Storytime for Wednesdays and Thursdays at 10:30 AM. The same stories are read each day. Caregivers can choose which day to sign up.

The Novel Conversations book club met on Monday, November 27th at 7 PM in the library.

Library staff served Chai Lattes and treats on Tuesday, November 21st from 2-5 PM as part of our Tuesday Cozy Drink series. Caramel Apple Cider was served on Tuesday, November 28th. This event is open to all ages with no registration required.

Our 2nd Annual Gift Wrapping Station was set up on Monday, November 27th. The Library provides gift wrap, ribbon, tape, scissors, tags and whatever else for the public to use. Gift wrap was donated by many community individuals. This station will be set up throughout December or until supplies last.

Snively picked up a donation of jigsaw puzzles from the Sunrise Village residents. Some puzzles will be cataloged and put into the library collection and others will be used in our first Jigsaw Puzzle swap. Puzzle Swap is scheduled for January 28 - February 5th in the Library. This will coincide with our second Jigsaw Puzzle Competition - Sunday, January 28th. National Puzzle Day is Monday, January 29th.

Brooks created a Dazzling December Scavenger Hunt in the library. Children visiting the library have to seek and find the glittering snowflakes found around the library.

Leona Freymiller volunteered to lead a Diamond Painting Ornament workshop on Sunday, December 3rd. 18 people of all ages participated. Thank you, Leona, for everything you do for the library!

Volunteers, Marie Snively and Lynn Brackel interviewed Ken Steiner on Monday, November 27th at 10:30 AM at the Library. They have several more interviews scheduled.

The Library staff decorated the Library for the Deck The Streets contest.

Our December drink series is Drinks to Remember. Brooks made a Spicy Pear Punch on Tuesday, December 5th. Drinks were served from 2-5 PM or until we ran out. On Tuesday, December 12th, we served Cranberry Orange Cider. The final drink will be Tuesday, December 19th, Russian Tea.

The North Dakota Junior Duck Stamp exhibit will be packed up and sent to the next venue. We are happy to have had this exhibit this year.

A Holiday Open House was held on Sunday, December 10th. We highlighted the Library of Things and Jr. Duck Stamp Exhibit. Leona Freymiller made treats and EggNog Lattes.

All events are published on the Library's website calendar.

www.bowmanlibrary.com/events

Staff released a 2024 Reading Challenge. Registered Library users are challenged to read 1 book for each of the 24 categories. Total 24 books for the year. Thank you to Jean Nudell for helping with this challenge.

Kristy Miller and Sarah Snavely met with Leah Benz to discuss their taking over the accounting and payroll for the Library. Benz/Noreen will take over January 1, 2024.

Brooks attended a web conference on the 2024 Summer Reading Program.

Snavely sent out the monthly email newsletter. There are currently 28 subscribers.

Snavely submitted our Collection Development Policy and Strategic Plan to the North Dakota State Library.

The Library's Facebook page has 1,041 followers and Instagram has 273 followers.

Upcoming:
December

Storytime - Wednesdays at 10:30 PM and Thursday at 10:30 PM (ongoing)

Sip and Stitch - every third Wednesday at 2-5 PM (ongoing)

Junior Duck Stamp Exhibit - through December 21st.

Gift Wrapping Station - through December 21st.

December Drinks to Remember: Russian Tea - Tuesday, December 19th

Wassail Party & Recipe Exchange- Thursday, December 21st 2-4PM

Author visit - Erica Dyk - Wednesday, December 27th - ???

January

Library Foundation Board meeting Thursday, January 11th -1:30 PM

Jigsaw Puzzle Competition Sunday, January 28th

Jigsaw Puzzle Swap - 01/28 - 02/04

February - May

Jigsaw Puzzle Competition Sunday, February 25th

Pi Pie Day Thursday, March 14th

National Library Week April 8-14th

Summer Reading Kickoff - May 6th

Library Closed: Sunday, December 24th & Monday, December 25th, Sunday, December 31st & Monday, January 1st.

DRAFT Possible Upcoming Library Board Meeting Dates:

Third Monday of each Month, 4 PM in the Library's Makerspace Workroom

January 15th
February 19th
March 18th
April 15th
May 20th
June 17th
July 15th
August 19th
September 16th
October 21st
November 18th
December 16th