



To: West Fargo Public Library Board of Directors
From: Carissa Hansen, Library Director
Date: Thursday, May 13, 2021
Subject: Mobile Library Task Force April & May activities
Action: No action needed. Review activities from Mobile Library Task Force April and May meetings.

West Fargo Public Library Board of Directors

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Alanna Rerick

Vice President

Jodie Haring

Board member

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Board member

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Board member

Larry Schwartz

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Carissa Hansen

Summary:

The Mobile Library Task Force held their meetings on Wednesday, April 7 and Wednesday, May 5 via Zoom. Members of the Task Force included:

- Jodie Haring (West Fargo Public Library Board of Directors)
- Paula Krogen (West Fargo Public Schools)
- Alison Ottesen (West Fargo Educational Foundation)
- Cailin Shovkopyas (West Fargo School District Resident)
- Stephanie Shea (Friends of the West Fargo Public Library)
- Absent April meeting: Alison Ottesen (West Fargo Educational Foundation)
- Absent May meeting: Paula Krogen (West Fargo Public Schools)

The Task Force is an advisory committee that provides recommendations to the Library Board and staff. Items voted on by the Task Force will be forward to the Library Board for review and approval.

The following items comprised the regular agenda for April.

1. Progress update on summer route and program planning
2. Revisit discussion of partner outreach opportunities
3. Discuss recruitment of volunteers for assistance on the route

Library staff and the Task Force gave an update on the summer route and program planning for the LRRB. The Task Force also planned ways the library can partner with other organizations to communicate about the route. There were multiple potential partner groups discussed with a plan to cover all neighborhood Facebook groups and PTOs.

The following items comprised the regular agenda for May.

1. Discussion of route logistics and updates:

- a. Route
- b. Volunteers
- c. Great Plains Food Bank
- d. Inclement weather communications

Library staff gave an update on minor changes to the LRRB route since the last meeting and an overview of the summer programs that are planned. Library staff are onboarding new and returning volunteers to help on the route, and have plans to partner with the Police and Fire departments as well. Great Plains Food Bank will team up with the library on the evening route stops to provide meals to attendees. A plan was outlined for canceling stops in the event of bad weather. The library will announce weather cancellations by 6am for the AM route stops and 2pm for the PM route stops.
