

**West Fargo Public Library Board of Directors Meeting**  
**Thursday, July 9, 2020**  
**Virtual Meeting streamed via YouTube 5:30 P.M.**

**Roll Call:**

Alanna Rerick, Jodie Haring, Steve Anglin, Larry Schwartz, and Mandy George. Also attending, Carissa Hansen, Library Director, Lauren Nephew, Youth Services Manager, and Alisha Reis, Office Coordinator.

**a. Call to Order**

Rerick called the meeting to order.

**b. Approval of Agenda**

Anglin moved and Schwartz seconded to approve the following items from the Consent Agenda:

- a. Approval of the minutes – June 18 2020
- b. NDSU Deed of Gift for donation of West Fargo Historical Center Materials

**Regular Agenda:**

1. Welcome Commissioner Mandy George to West Fargo Public Library Board of Directors

Hansen and Board members welcomed new Library Board member and City Commissioner Mandy George to the Library Board.

2. Election of officers (**action**)

Hansen discussed the Board's bylaws and the selection of officers. Hansen recommended Alisha Reis, Library Office Coordinator, be appointed Board Secretary. Anglin moved and Schwartz seconded to approve the appointment of the Office Coordinator as Board Secretary. No opposition. Motion carried.

After discussion, Schwartz motioned and Haring seconded to appoint Rerick as President for an additional term. No opposition. Motion carried.

After discussion, Schwartz motioned and Anglin seconded to appoint Haring as Vice President for an additional term. No opposition. Motion carried.

3. 2021 Library budget (**action**)

Hansen followed up on questions from the June Board meeting when a draft of the Library's 2021 budget was presented. After discussion, Schwartz moved and Anglin seconded to approve the Library's 2021 budget. No opposition. Motion carried.

#### 4. Revision to circulation policies related to fine elimination **(action)**

Hansen followed up on a discussion from the June meeting to eliminate late fines for patrons. Hansen brought forth a revised and combined policy that would eliminate late fines upon approval. After discussion, Schwartz moved to amend the revised and combined policy to change the threshold for a patron to remain in good standing from \$10.00 to \$35.00. Haring seconded. No opposition. Motion carried.

Schwartz moved to approve the revised and combined policy, Anglin Seconded. No opposition. Motion carried.

#### 5. Director's Report

- Hansen presented the following items for the Director's Report:
  - Hansen spoke about the reopening of the Library on July 13, 2020.
  - The second director of the West Fargo Public Library Miriam Arves passed away recently. Library staff had a tree planted in Arves' honor,.
  - Hansen and fellow City department heads presented at the City Commissioners' onboarding on June 30.
  - The Library's 2019 Annual Report is completed. Hansen will send the report to the Library Board and will also present the report to the City Commission on July 20, 2020.
  - Hansen gave a shout out to the Library staff for all of their hard work and dedication during the pandemic and the summer reading program. Hansen read some thank-you notes and comments from the public.
- Youth Services Manager Lauren Nephew presented an update on the Summer Reading Program.
- Hansen asked if the Board would like City Attorney John Shockley to be invited to the next Board meeting for training and questions. The Board asked Hansen to invite Shockley.

#### 6. Other Business

- None

#### 7. Adjourn

- Schwartz moved to adjourn, Anglin seconded. No opposition. Meeting adjourned. Next meeting: 5:30 P.M., Thursday, August 13, 2020.