

West Fargo Public Library Board of Directors Meeting

Date: September 10th, 2020

Time: 5:30 P.M.

Place: West Fargo City Commission Chambers & streamed live on YouTube

Roll Call:

Alanna Rerick, Jodie Haring, Steve Anglin, Mandy George. Absent: Larry Schwartz. Also attending: John Shockley, West Fargo City Attorney, Carissa Hansen, Library Director, Lauren Nephew, Youth Services Manager, and Alisha Reis, Office Coordinator.

1. Call to Order

Rerick called the meeting to order.

2. Approve order of Agenda

George moved and Anglin seconded to approve order of Agenda. No opposition. Motion carried.

3. Consent Agenda

Haring moved and Anglin seconded to approve the following items from the Consent Agenda. No opposition. Motion carried.

- a. Approval of Minutes – August 13, 2020
- b. Approval of Financial Reports

Regular Agenda:

1. Resolution Authorizing Library Director To Enter Into Contracts And Authorize Budget Amendments (Action)

- Rerick brought forward a resolution that the Library Director can enter into contracts and authorize budget amendments in an amount up to ten thousand dollars (\$10,000) without approval from the Board. George moved and Anglin seconded to adopt the resolution. No opposition. Motion carried.

When the Library Director takes action in accordance with the resolution, the Library Director will notify the Board via email or at the meeting subsequent to the action.

The resolution is to be re-approved any time a new member is appointed to the Board.

2. Progress Update On Strategic Planning And Work With Folkways

- Hansen gave an update on work with Folkways. Folkways has conducted six stakeholder interviews, which involved staff, Library Board members, elected

leaders and Friends of the Library. Interviews with library users are currently underway. Folkways is working on finalizing an action plan for the rest of the project. Anglin spoke about his experience being interviewed by Folkways.

3. Director's Report

Hansen presented the following items for the Director's Report:

- Library's statistics for the month of August were presented. Circulation and new library cards have exceeded the numbers from the months before the closure of the library due to COVID.
- The final draft of the Library's 2021 budget was approved by City Commission on September 8th, 2020.
- The Library will participate in the events planned during West Fest on September 19th, 2020.
- Lauren Nephew, Youth Services Manager, gave a programming update.

4. Other Business

- None

5. Adjourn

- Anglin moved to adjourn, George seconded. No opposition. Meeting adjourned. Next meeting: 5:30 P.M., Thursday October 8th, 2020