

West Fargo Public Library Board of Directors

Meeting Date: June 17th, 2021

Time: 5:30 P.M.

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

Roll Call:

Alanna Rerick, Jodie Haring, Steve Anglin, Larry Schwartz. Absent: Commissioner Mandy George. Also attending: John Shockley, West Fargo City Attorney, Carissa Hansen, Library Director, Maria Kramer, Deputy Director of Public Services, 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

Schwartz moved and Anglin seconded to approve the order of the agenda. No opposition. Motion carried.

3. Consent agenda - approve the following:

Schwartz moved and Anglin seconded to approve the consent agenda. No opposition. Motion carried.

- a. Approval of Minutes – May 13th, 2021
- b. Approval of Financial Reports

Regular Agenda:

1. Approval of Library Board orientation guide (Action)

- Schwartz moved and Anglin seconded to approve the Library Board orientation guide. No opposition. Motion carried.

2. Review of 2022 library budget draft

- Hansen presented the 2022 library budget draft. An additional mill is needed for the Library to continue to recovery from the 2018 mill reduction. Without receiving the mill, there would be a major impact on operations for the library, including cutting multiple FTE, which would result in a sizeable decrease in the services that the library offers to the public. The library continues to see growth in its usage, even in 2020. The 2022 library budget will be presented to the budget team at a budget review meeting next week. Hansen will request approval from the Library Board for the 2022 budget request at the next board meeting on July 8th, 2021. The Library Board discussed the budget draft including the need for an additional mill to support operations.

3. Discussion of public transit related to library services

- Rerick shared with the Board why she has paused the process of moving the MAT bus stop closer to the library. After researching the issue, Rerick found the schedule for the bus to be very tight. If any changes to the route were to be made, it would affect more than the library's route. There would also be costs involved which could be incurred by the city or the library. The Library Board discussed and provided feedback. Haring made a motion to table the previous motion for 6 months but to revisit advocating for better transportation to and from the library. Schwartz seconded. No opposition. Motion carried.

4. Discuss timing of board officer elections

- Rerick brought to the Board an idea of altering the Board's bylaws to move the July date to elect officers to January so that the board members would be able to get to know each other and their strengths before electing officers. Rerick realized that when board members leave, the term will reset which would result in having two officer elections every year instead of just one. No motion needed on this item.

5. Director's Report

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

- The Board welcomed new Library Board members Liann Hanson & Tony Stukel.
- WFPL welcomes a new team member, Maria Kramer. Kramer is the new Deputy Director of Public Services.
- The meeting rooms at the library will be available to the public to reserve starting June 21st, 2021.
- Board orientation will take place on June 23rd, 2021. The final agenda & board orientation guide will be sent out to the board members.
- Lauren Nephew, Youth Services Manager gave a programming update.
 - Nephew presented the board with an update on the Summer Boost program and Little Red Reading Bus. In its first two weeks, there have been 859 visitors as well as over 600 items that have circulated through the Little Red Reading Bus. The Little Red Reading Bus also offers fun games for children to play with while visiting the bus, take home kits, and literacy-based play activities.

6. Other Business

- No other business.

7. Adjourn

- Schwartz moved to adjourn, Anglin seconded. No opposition. Meeting adjourned. Next meeting: 5:30 P.M., Thursday July 8th, 2021.