

West Fargo Public Library Board of Directors
Meeting Date: September 9th, 2021
Time: 5:30 P.M.
Place: West Fargo City Commission Chambers

Roll Call:

Liann Hanson, Tony Stukel, Commissioner Mandy George, Alanna Rerick. Absent: Jodie Haring. Also attending 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

Hanson called the meeting to order.

2. Approve order of agenda

Commissioner George moved and Stukel seconded to approve the order of the agenda. No opposition. Motion carried.

3. Consent agenda - approve the following:

Stukel moved and Commissioner George seconded to approve the consent agenda. No opposition. Motion carried.

- a. Approval of Minutes – August 19, 2021
- b. Approval of Financial Reports

Regular Agenda:

1. Presentation of Summer Boost 2021 impact report

- Hansen presented a summary of Summer Boost & Little Red Reading Bus route.

2. Approval of 2022-2024 West Fargo Public Library strategic plan (Action)

- Stukel moved and Commissioner George seconded to approve the 2022 – 2024 West Fargo Public Library strategic plan. No opposition. Motion carried. Next steps are: communicate the plan internally and externally, library staff are working on a set of tools and strategies to help implement and guide the plan, and progress will be tracked and reported on every 6 months to the Board.

3. Recommendation to Library Board regarding future of Mobile Library Task Force (Action)

- Commissioner George moved and Stukel seconded to approve the recommendation of ending the Mobile Library Task Force in December of 2021. No opposition. Motion carried.

4. Approval of Little Red Reading Bus replacement and fundraising plan (Action)

- Stukel moved and Commissioner George seconded to direct staff work with the

Friends of the Library to begin a capital campaign to raise funds for a replacement outreach vehicle. No opposition. Motion carried.

5. Review and discuss the library space needs assessment

- Commissioner George moved and Stukel seconded to approve the recommendation put forth by Hanson for the Board to begin researching sites for a new library building. Hanson will contact Tina Fisk, City Administrator, to ask for assistance in identifying options for locations for the library. No opposition. Motion carried.

6. Presentation of plan for assessment of future outreach services needs

- Hansen & Kramer presented a plan to research future outreach services needs in the area. The purpose of the research is to get a better scope of the needs in the West Fargo area.

7. Director's Report

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

- West Fest is Saturday, September 18th. Parade starts at 12:00 p.m and the Board is invited to walk in the parade with the Little Red Reading Bus.
- A draft of the library lease renewal will be presented at the October meeting.
- Reminder: the October meeting is rescheduled from the 14th to the 7th.
- Lauren Nephew, Youth Services Manager gave a programming update.

8. Other Business

- Rerick brought forward a concern that there may be more legal expenses for the year but the attorney budget line is almost spent out for the year. Hansen stated that there aren't additional anticipated projects requiring legal work except for work on the library lease.

9. Adjourn

- Rerick moved to adjourn, Commissioner George seconded. No opposition. Meeting adjourned. Next meeting: 5:30 P.M., Thursday, October 7th, 2021.