



West Fargo Public Library Board of Directors Meeting

Thursday, April 13, 2023

5:30 p.m.

City Hall Commission Chambers

Board Member Present: Liann Hanson, Alanna Rerick, Larry Schwartz, Tony Stukel

Also Present: Library Director Betty Adams, Adult & Patron Services Manager Kirsten Henagin,
Communications Specialist Ellen Rossow

Absent: Commissioner Mandy George

I. Call to Order

Hanson called the meeting to order at 5:30 p.m.

II. Approval of Order of the Agenda

Rerick moved and Schwartz seconded to approve the order of the agenda, with the addition of a discussion of Director Betty Adams' resignation to New Business. No opposition. Motion carried.

III. Consent Agenda

Stukel moved to approve the consent agenda. Hanson seconded. No opposition. Motion carried.

IV. Regular Agenda

Old Business

1. Update Vote Language for Legal Representation (Action)

Following up on a conversation from the March 2023 meeting, Adams requested the Board update their motion, as new information was made available and members of library boards cannot be represented by the firm that was willing to represent staff at North Dakota libraries. Hanson moved that West Fargo Public Library staff only seek legal representation with regard to HB1205 and SB2360. Schwartz seconded. No opposition. Motion carried.

New Business

1. Reciprocal Borrowing Policy (Action)

Adams requested approval of an updated Reciprocal Borrowing Policy to be implemented on May 1, 2023. The largest change to the policy was the removal of online resource access from Fargo Public Library and Lake Agassiz Regional Library cardholders who obtained their West Fargo Public Library card through reciprocity. This change mirrors the policies held by Fargo Public Library and Lake Agassiz Regional Library. Hanson moved to approve the updated Reciprocal Borrowing Policy for implementation on May 1. Schwartz seconded. No opposition. Motion carried.

2. Library Cards Policy (Action)

Adams requested approval of the updated Library Cards Policy, which was edited to address additional parental control options as well as granted access for all card types. Schwartz moved to approve the updated Library Cards Policy. Rerick seconded. No opposition. Motion carried.

3. FMLA Discussion

Adams requested a discussion and potential motion to approve an adjustment to the

library's FMLA policy. Rerick made a motion to table the discussion until further information was available from HR. Schwartz seconded. Motion tabled.

4. Director's Report

Adams reported on library news from March 2023, including:

- The success of "March Madness" events
- In March, folks requested music CDs be added back into the collection
- There were issues with circulating mobile hotspots running out of data prematurely. This has been occurring for quite some time.
- There have been continual WiFi connectivity issues within the library
- In March, there were continued frustrations voiced by wheelchair-bound patrons
- A leak was found in the entryway
- Additional LaunchPad tablets have been ordered and received. These additional tablets were funded by a grant from the State Library.
- Public meeting room usage continued to rise in March.
- Staff participated in 36 hours of continuing education in March.
- Full-time Program Assistant and part-time Library Assistant jobs were still open as of the meeting date
- Staff and the public voted to add genre stickers back onto adult fiction materials. Staff will start implementing this in the spring and summer, along with updated, more concise spine labels.
- Regarding SB2360, the wording has been updated to exclude the State Library from the law.
- The library implemented a daily spending cap for Hoopla, to help keep from going over budget
- As of the end of March, the library used only 20% of its total budget
- As of the Board meeting, staff were unsure if the Little Red Reading Bus would be ready for the scheduled April "mini-route" as the bus was trapped in its garage due to a roof collapse at Public Works.

5. Director Resignation (Action)

Adams publicly announced her resignation as Director of the West Fargo Public Library, while stressing that the decision to leave was due to family circumstances, not anything related to the job, workplace or role. She requested the Board accept her resignation. Schwartz motioned to accept Betty Adams' resignation from the Library Director role. Rerick seconded. No opposition. Motion carried. Schwartz also motioned to ask the City of West Fargo to initiate a search for a replacement. Stukel seconded. No opposition. Motion carried. Adams requested the Board appoint Kirsten Henagin, Adult and Patron Services Manager, as Interim Director. Rerick moved to appoint Henagin as Interim Director. Schwartz seconded. No opposition. Motion carried.

V. Adjourn

Rerick moved to adjourn. Stukel seconded. No opposition. Motion carried at 6:02 p.m.