

Board Members Present: Larry Schwartz, Tony Stukel, Liann Hanson, Alanna Rerick, Roben Anderson

Board Member Absent: There were no Board Members absent.

Also Present: Library Director Jenna Kahly, Adult Services Manager Kirsten Henagin, Youth Services Manager Lauren Nephew

I. Call to Order

Schwartz called the meeting to order at 5 p.m.

II. Approve Order of the Agenda

Schwartz made a motion to move the Director's Report to agenda item one and Budget Update to agenda item two. Stukel moved and Hanson seconded. No opposition. Motion carried.

III. Public Comment

No members of the public signed up for public comment.

IV. Consent Agenda

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

- Approval of Minutes – August 8, 2024
- Approval of Financial Reports

Regular Agenda

Old Business

- No old business

New Business

V. Director's Report

- Kahly presented the Director's Report, which included updates on a grant opportunity through NDIA to hire Digital Navigators, the relocation of the Eagle Run book drop to the new City Hall, and the carpet project which is being delayed due to difficulties with shelf moving. She also shared continued growth in circulation, door count & programming statistics. She also shared that Notary Public Services have returned to the library and the library website had a design refresh, as did the other City of West Fargo websites.

VI. Budget Update

- The library's preliminary budget was approved and sent to the city for inclusion in their budget. The City has requested all departments continue looking for areas to make cuts. Kahly shared which lines have changed after continued review. These lines included salaries and benefits lines, which Finance updated, slight decreases in Travel & Education and Programming, shifting funds between Books, Audio Video and Library of Things to meet patron demand, an increase in Promotional Activities due to the anticipated opening of the satellite site, updating the Capital Improvements line to reflect the approval of funding construction for the satellite location with those funds.
- Kahly recommended the board make a motion to approve the

updated preliminary budget. Rerick moved and Hanson seconded. No opposed. Motion carried.

VII. Summer Boost Impact Report

- Henagin and Nephew presented a report about the library's summer programming and usage. The 2024 theme was Eras of Adventure. Participation in the reading challenge was up for nearly all age groups. In-library event attendance was up by over 1,000 people. Youth craft and STEM events consistently averaged more people per event than room capacity would allow. Storytime was still a hit in the summer, with nearly 1,500 attendees. Adult event attendance was up 55% from the summer of 2023.
- Nephew shared updates about the Little Red Reading Bus program. The program had less total visitors in 2024 than 2023, but more new library cards were made. Goldenwood was the most heavily attended Little Red Reading Bus stop. This was the first summer with a dedicated full time Outreach Services Coordinator.
- Henagin shared some overall library usage stats from the summer. The library's total visits, total new library cards, and total circulation were up 12 or more percent from 2023.

VIII. Adjourn

Stukel moved and Hanson seconded to adjourn the meeting. Meeting adjourned at 5:45 p.m.