



West Fargo Public Library Board of Directors Meeting

West Fargo City Hall Commission Chambers

2515 6th St E, West Fargo, ND

5 p.m. April 9, 2026

[YouTube recording](#)

Board Members Present: Liann Hanson, Commissioner Roben Anderson, Tyler Erickson, Tony Stukel, Sara Westall

Board Member Absent: All Board members were present

Also Present: Library Director Jenna Kahly

I. Call to Order

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

II. Roll Call

III. Approve Order of the Agenda

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

IV. Public Comment

No members of the public signed up for comment.

V. Consent Agenda

Commissioner Anderson moved and Westall seconded to approve the consent agenda. No opposition. Motion carried.

- Approval of Minutes – March 12, 2026
- Approval of Financial Reports

Regular Agenda

Old Business

- No old business

New Business

VI. Approved Revised Circulation Policy (ACTION)

- Kahly presented the proposed changes to the Circulation Policy, specifically recommending the elimination of the existing \$1 replacement fee for lost or stolen library cards. This change aligns with one of the 2026 objectives outlined in the Strategic Plan. The removal of the replacement fee would positively impact on the quality of customer service and enhance access to the library for patrons. Hanson moved and Commissioner Anderson seconded to approve the revision of the Circulation Policy. No opposition. Motion carried.

VII. Q1 Strategic Plan Goals Update

- Kahly shared an update on progress made in the first quarter of 2026 toward the defined Strategic Plan goals. Some highlights included:
 - Working on Student Card program expansion to include all grades for the 2026 – 2027 school year
 - Ongoing public awareness campaigns and training to increase e-resource use, Satellite visits, and Library Card signups.
 - Catalog and label updates for World Language materials
 - Ongoing discussions with potential partners for a new library facility

VIII. Director's Report

Kahly provided updates about library operations in March. Highlights included:

- Financial information, like year-to-date expenditures at 18% and the revised timeline for the FY2027 budget process.
- Monthly usage statistics at both locations, including continued growth in physical and electronic circulation.
- Updates on current vacancies for a Youth Librarian and three Summer Interns. A new Library Assistant started April 1.
- Updates on recent youth programs, such as second-grade tours, and well-attended programs like storytime and Spring Break events.
- The March Madness Reading Challenge, which had a record of over 250 people participate.
- Updates on recent adult programs, such as the Seed Library, Monday Matinees, Dungeons and Dragons, and the return of Technology Tutoring.
- Highlights from the Public Library Association Conference in Minneapolis.
- News about a Library Vision Grant from the State Library which was awarded to the WFPL to cover expenses related to staff training for Clifton StrengthsFinder.

IX. Adjourn

Hanson moved to adjourn, Erickson seconded. No opposition. Motion carried at 5:30 p.m. The next meeting is May 14, 2026, at 5 p.m. at the West Fargo City Hall Commission Chambers.