

West Fargo Public Library Board of Directors

Meeting Date: July 14th, 2022

Time: 5:30 PM

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

Roll Call:

Liann Hanson, Commissioner Mandy George, Alanna Rerick, Tony Stukel, Larry Schwartz. Also attending: Betty Adams, Library Director; Ellen Rossow, Communications Specialist; and Alisha Reis, Office Coordinator.

1. Call to order

Hanson called the meeting to order at 5:31 P.M.

2. Approve order of agenda

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

3. Consent agenda - approve the following:

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

- a. Approval of Minutes – June 9th, 2022
- b. Approval of Financial Reports

Regular Agenda:

1. Old Business

- No old business.

2. New Business

- No new business.

3. Swearing in of new Board Member (Action)

- Commissioner George moved and Hanson seconded to accept the approval of the oncoming of the newest board member, Larry Schwartz. No opposition. Motion carried.

4. Election of Officers (Action)

- After discussion, Commissioner George motioned and Schwartz seconded to appoint Liann Hanson as President. No opposition. Motion carried.
- After discussion, Commissioner George motioned and Schwartz seconded to appoint Alanna Rerick as Treasurer. No opposition. Motion carried.

- After discussion, Commissioner George motioned and Hanson seconded to appoint Larry Schwartz as Vice President and Secretary. No opposition. Motion carried.
- After discussion, Hanson motioned and Schwartz seconded that Commissioner George, the City Commission Representative, not occupy a seat of office on the Library Board. No opposition. Motion carried.

5. Discuss general City of West Fargo Board emails **(Action)**

- Schwartz motioned and Stukel seconded to table this item to the August meeting. No opposition. Motion carried. Discussion of general City of West Fargo Board emails was tabled to the August Library Board meeting so the board can receive input from IT on their willingness and capability to maintain the emails. Next steps, the library board will email Adams any questions they have regarding the emails. Adams will follow up with IT and bring any feedback to the August Library Board meeting.

6. Deputy Director of Public Services and fund allocation discussion **(Action)**

- Rerick motioned and Schwartz seconded that the Board is reaffirming the motion that was made in March to hold and fund the Deputy Director position to be hired after the arrival of the current director. Commissioner George opposed. Motion carried. Commissioner George stated she will not support adding the funds for the Deputy Director of Public Services back to the Library 2023 budget. Next step, Adams will start the process of understanding what happened to the monies.

7. Discuss All Staff Training half days once each quarter **(Action)**

- Adams presented to the Board on having staff training half days every quarter. Schwartz motioned and Stukel seconded to support the Library closing for up to a half day in order to provide comprehensive staff training, with the intention of keeping the Library open as many hours as possible. Commissioner George opposed. Motion carried.

8. Review updated library card agreement

- Adams presented to the Board the new version of the library card agreement.

9. Director's Report

- [7.14.2022 Board Meeting Director Report](#)

10. Adjourn

- Schwartz moved to adjourn, Commissioner George seconded. No opposition. Meeting adjourned at 6:51 P.M. Next meeting: 5:30 P.M., Thursday, August 12th, 2022.