

McKenzie County Public Library

Library Board Meeting Minutes

ZOOM - Wednesday, May 13, 2020

On Wednesday, May 13 the Library Board for the McKenzie County Public Library met per ZOOM due to the Coronavirus 2019. The McKenzie County Public Library is located in Watford City, North Dakota.

Present per ZOOM were: Celeste Berg, President; Erin Perry, Vice President; Vicki Bauer, Secretary, Mary Kindel, Board Member. Absent was: Commissioner Howdy Lawlar, Representative of the County Commissioners. A quorum was present. Library Director Stephanie Galeazzo was also present.

Meeting was called together at 12:00 PM by President Berg. Trustee Kindel made the motion to approve the Agenda as sent by Director Galeazzo. Vice president Perry seconded the motion. All voting aye the motion carried.

The April minutes stand approved as reviewed.

Bills and finances were reviewed as well as the Statistical Report. Secretary Bauer made the motion to approve; Trustee Kindel seconded the motion. All voting aye motion carried.

The Statistical Report was reviewed. Stephanie went over the Library Director's Report which was given verbally. The library remains closed to the public due to the pandemic COVID- 2019. Staff have been supplementing regular scheduled programming with virtual programming. Staff continue with other maintenance duties as well as some updates.

Under Unfinished Business the North Dakota Community Foundation was once again discussed. It was decided to have Director Galeazzo arrange a ZOOM meeting with John Heinen at the North Dakota Community Foundation. She will inform the Board of the date and time.

Director Galeazzo along with a couple of Board Members had a meeting scheduled for March 25, 2020 with Rachael of the DMV; it was cancelled due to the COVID 19. Prior to the COVID 19 precautions, the DMV used the Sanford

Room twice a month and this agreement was to be reviewed. Director Galeazzo with States Attorney Skarda will draft a letter to the DMV in regards to this.

Under New Business, Director Galeazzo presented a Phased Opening Plan in order to begin opening the library to the public. This was available to Board Members on line prior to today's meeting in order for it to be reviewed. Director Galeazzo also explained the phases today. The Phased Opening Plan is flexible and follows state guidelines. Vice President Perry made the motion to accept the phases as presented. Secretary Bauer seconded the motion. All voting aye motion carried. Along with the Phased Opening Plan, Director Galeazzo also presented Phased Library Reopening Plan-Unforeseen Circumstances (In response to COVID 19). A motion was made by Secretary Bauer to adapt this plan. Vice President Perry seconded the motion. All voting aye motion carrier.

The library has one open position on the staff. Director Galeazzo has been in contact with McKenzie County Human Services Director, Joe Weber. This fourth position will not be filled until after this COVID 19 restriction is lifted.

The Virtual Summer Reading Program will begin June 1.

The McKenzie County Public Library Board will meet again on Wednesday, June 10, 2020 at 12:00 Noon.

Trustee Kindel made the motion to adjourn. Vice President Perry seconded the motion. All voting aye, the motion carried. President Berg adjourned the meeting at 1:00 PM.

Respectfully submitted,

Vicki Bauer, Secretary