

**McKenzie County Public Library
Library Board Meeting Minutes
Wednesday, November 13, 2019**

The Library Board for the McKenzie County Public Library met in the Sanford Room at the McKenzie County Public Library located in Watford City, North Dakota on November 13, 2019.

Present: Celeste Berg, President; Erin Perry, Vice President; Vicki Bauer, Secretary. Absent: Mary Kindel, Board Member; Commissioner Howdy Lawlar, Board Member. A quorum was present. Also present was Library Director Stephanie Asselin.

The meeting was called to order at 12:00 noon by President Berg. Library Director Asselin requested two additions to the agenda under new business: Book Club and Device Request. Motion to approve amended agenda was made per Secretary Bauer. Seconded by Vice President Perry. All voting aye, the motion carried.

The October minutes were reviewed. There were no corrections or additions. Minutes were approved as read.

A motion was made by Secretary Bauer to approve the Finances as presented. The motion was seconded by Vice President Perry. All voting aye, motion carried.

The Library Director's Report (a copy is attached) was reviewed with Library Director Asselin noting a few highlights.

The Library Bookmobile has missed several scheduled stops due to more mechanical difficulties. Library Director Asselin continues to do research regarding the best course of action with the Bookmobile.

We had the 3rd Reading of the ByLaws. A motion to approve the Bylaws was made by Secretary Bauer. Motion seconded by Vice President Perry. All voting aye, the motion carried.

Library Director Asselin gave an update on the Security System Upgrades. The McKenzie County Board of Commissions approved the recommendation of the Library Board to precede with Electro Watchman for a keyless access system and

new security cameras for the Library. Building and Grounds Director, Keith Buck, will be in touch with Electro Watchman to set an installation schedule.

Library Director Asselin provided information on the survey taken at the Library in regards to whether or not the Library should be open on Saturdays. Of those responding the majority were in favor of the Library being closed on Saturdays. Vice President Perry made the motion to close the Library on Saturdays beginning on Saturday, November 23 and to revisit this issue at the January 8th Library Board meeting pending approval by the Board of County Commissioners. Secretary Bauer seconded the motion. All voting aye, the motion carried.

Secretary Bauer reported that ten of the on-loan art pieces were returned to the proper owners. One of remaining art pieces had only initials to identify the artist and therefore the artist is unknown. Vice President Perry made the motion to gift it to the New Town City Library. Motion seconded by Secretary Bauer. All voting aye, motion carried. Also, there are two pieces of art that need further research as to how to reach the owner. Library Director Asselin will pursue a couple of leads. Motion made by Secretary Bauer to retain three artwork pieces (Little Dreamer II, Confluence, and Expedition) for the Library. Vice President Perry seconded the motion. All voting aye motion carried.

Library Director Asselin reported on the Library Book Club. Director Asselin will begin drafting a Book Club Policy to be presented at the January meeting.

Library Director Asselin indicated a need for an iPad for administrative use. There is money in the budget to cover this expense. Secretary Bauer made the motion that an iPad and accessories be purchased for the Library Director to use for work related purposes. Vice President Perry seconded the motion. All voting aye motion carried.

Our next meeting will be on Wednesday January 8, 2020 at 12:00 noon.

Vice President Perry made the motion to adjourn. Seconded by Secretary Bauer. All voting aye motion carried. Meeting adjourned at 1:15 PM.

Respectfully submitted,

Vicki L. Bauer, Secretary



Library Director's Report

November 13, 2019

- We have received a new wireless receiver for the Bookmobile that will allow us to have wireless internet anywhere in the County. This will allow us to use our automated system even in rural areas.
- On November 5, 2019, Library Director Asselin went before the Board of County Commissioners (BOCC) to discuss the security system upgrades to the Library. The BOCC was in favor of moving forward with the installation of new security cameras and a keyless entry system.
- The Library participated in the Trail of Treats on Main Street. Staff members handed out candy and Pete the Cat Bookmarks.
- The Library hosted a Halloween Movie Marathon in the Sanford Room. Attendance for the day totaled roughly 16 guests.
- The Library has partnered with the Good Shepherd Home to host some Holiday themed Storytimes. Ideally, this partnership will become a weekly occurrence where residents will have the opportunity to read books to those in attendance. All Storytimes hosted at the Good Shepherd Home will be open to the public.
- On December 3, Library Director Asselin will be at the Good Shepherd Home to read some Holiday stories and lead residents in a picture frame craft. The Bakken Oil Rush Ministry was kind enough to donate photo frames and other materials for the event. A Good Samaritan made a donation to the thrift store on behalf of the Library to show support for this event.
- Both restrooms in the Library now have automated soap dispensers and upgraded paper towel dispensers for patron convenience.

Written November 6, 2019

