

McKenzie County Public Library

Library Board Meeting Minutes

Wednesday, October 14, 2020

On Wednesday, October 14, 2020 the Board met for the regular scheduled meeting of the McKenzie County Public Library Board. This was in the Sanford Room.

Meeting was called together at 4:15 PM by President Berg.

Present were Celeste Berg, President; Erin Perry, Vice President; Vicki Bauer, Secretary; Kelly Jones, Board Member; Howdy Lawlar, McKenzie County Commissioner. A quorum was present. Library Director Stephanie Galeazzo was also present.

Today's agenda was reviewed. Director Galeazzo requested Art and Book Club be added to the agenda. McKenzie County Commissioner Lawlar made the motion to approve the agenda as amended. Secretary Bauer seconded the motion. All voting aye, motion carried.

September 9, 2020 minutes were reviewed and approved as printed.

Bills and Finances were reviewed. Vice President Perry made the motion to approve the report. Trustee Kelly seconded the motion. All voting aye motion approved.

The Statistical Report was reviewed. Circulation is up and continues with an upward trend.

Next Director Galeazzo verbally presented the Library Director's Report. Staff continue with proper COVID 19 precautions. The Library is receiving positive feedback for the Online Programs that are offered including the various Art kits that are available for people to take home.

Previously the Bookmobile was sent away for repairs and maintenance. It is now back at the McKenzie County Shop and being checked over prior to returning it to the Library. When the Bookmobile comes back to the Library, it will be thoroughly cleaned while the books are still in storage. Then the books will be inventoried and put on shelves with new children's books added to the collection. The plan is to have the Bookmobile making regular stops as soon as possible.

The Board has been working on the 2021-2025 Long-Range Strategic Plan for the Library. A typed version was presented by Director Galeazzo and discussed. McKenzie County Commissioner Lawlar made the motion to approve and Trustee Jones seconded the motion. All in favor motion carried. Director Galeazzo will present it to the Board of County Commissioners.

Under New Business the Inventory Recap for the Library was presented. There are 21,427 items in the collection. Following the inventory only five items were found to be missing but two showed up right away. The Bookmobile was not included in the inventory but will be later.

Patron Conduct Policy was discussed. The new Security Camera System has been a positive tool to review any questionablekjkl; conduct. Any concerns have been adequately handled by library staff and the Board agrees that no policy changes are necessary. Director Galeazzo has taken proper steps to see that the Policy is respected.

Director Galeazzo mentioned that the library wall art has been admired by various patrons. The Board appreciated receiving this information.

Due to COVID 19 concerns all library groups have been meeting virtually. Director Galeazzo wanted the board's input on allowing the Library Book Club to meet in person in the Sanford Room on November 4. At present there are only five people who would possibly gather in the Sanford Room and there would be adequate room for socially distancing. Members would still have the option to join virtually. The consensus was that this would be a positive move.

Our next meeting will be held on Thursday, November 12, 2020 at 4:15 PM.

Vice President Perry made the motion to adjourn the meeting. Trustee Kelly seconded the motion. All in favor motion carried. The meeting was adjourned by President Berg at 5:15 PM.

Respectfully submitted,

Vicki Bauer, Secretary