

McKenzie County Public Library
Library Board Meeting Minutes
Wednesday, September 11, 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 September 11, 2019.

Present: Celeste Berg, President; Erin Perry, Vice President; Vicki Bauer, Secretary; Mary Kindel, Board Member; Howdy Lawlar, Board Member from the McKenzie County Commissioners. A quorum was met. Also present were Library Director Stephanie Asselin, and Abby Ebach present via ZOOM.

The meeting was called to order at 12:00 noon by President Berg. Trustee Lawlar made the motion to amend the Agenda to add Abby Ebach, Library Development Specialist for the ND State Library. This was seconded by Secretary Bauer. All voting aye, motion carried.

Abby Ebach described her role as a library resource for this region of the state. Her role is to provide education to Library Boards and to offer Professional Development. She explained some of the protocols for Library Boards and also had a time for questions.

The August minutes were reviewed. There were no corrections or additions. A motion was made by Vice President Perry to approve the minutes. This was seconded by Trustee Kindel. All voting aye, motion carried.

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

The Library's monthly statistics were reviewed.

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

The Bookmobile changes have been made. It no longer has a wheel chair lift and bump stops have been added. After a few trial runs, it is anticipated that the Bookmobile will resume its schedule next week.

The Library's Saturday hours from 9:00 AM to 12:00 Noon have been approved by the County Commissioners.

Information on the Security System for our library was given. Trustee Lawlar made the motion for additional research into the library having its own security system. Trustee Kindel seconded the motion. All voting aye, motion carried.

Secretary Bauer made the motion to have the regular Library Meeting for November be on Wednesday, November 13 at 12:00 noon in the Sanford Room at the Library. Vice President Perry seconded the motion. All voting aye, motion carried.

Meeting dates for Library Board Meetings in 2020 were discussed. Trustee Lawlar made the motion to meet on the second Wednesday of every month at 12:00 noon beginning in 2020. Vice President Perry seconded the motion. All voting aye, motion carried.

Presently the Library Board meets 10 times per year. Vice President Perry made the motion to change the number of meetings from 10 to 12 times per year. Trustee Kindel seconded the motion. Following discussion with all voting aye, motion carried.

Trustee Lawlar made the motion to amend Article 4 Section 1 of the Bylaws to reflect this change from 10 to 12 regular meetings per calendar year. Trustee Kindel seconded the motion. All voting aye, the motion was carried.

Revision of Article 4 Section 1 Bylaws: "The Library Board shall meet at least 12 times each calendar year. The regular meeting of the Library Board shall be held at a time designated by the Board. Meetings will be held in the Sanford Room in the McKenzie County Public Library, or such other place as the Board may determine, providing at least five days advance notice is given. The dates of the regularly scheduled meetings will be filed annually in January with the County Auditor. The Board will abide by all requirements of North Dakota law regarding open meetings." This was the first reading.

The Revision of the Library Board By-Laws Article III Section 1 reads: "The county public library facilities shall be governed by a joint library board of five directors. The term of office is three years beginning July 1 of the year appointed. No director shall serve for more than two consecutive three-year terms, after which

at least one year must elapse before that same director may be reappointed.”
This was the second reading.

The library has a number of original art paintings that are no longer needed for the walls of the library. There was discussion as to whether they were on loan to the library or whether they are the library’s to store or dispense. Trustee Lawlar made the motion to lay this on the table until more research is done. Trustee Perry seconded the motion. All voting aye, motion carried.

It was announced that Friends of the Library will have a meeting on September 18 at the Mason’s Building. They are planning a Book Sale for Saturday, October 5.

Our next Library Board Meeting will be on Wednesday, October 30 at 12:00 noon. Trustee Kindel made the motion to adjourn. Trustee Lawlar seconded the motion. All voting aye, motion carried.

President Berg adjourned the meeting at 1:28 PM.

Respectfully submitted,

Vicki L. Bauer, Secretary



Library Director's Report September 11, 2019

- The Teen section has fully been reclassified to Young Adult.
- The project of integrating the genre sections is in progress.
- New LED lightbulbs have been installed above the Fiction section.
- New seating has arrived to replace the outdated wooden chairs.
- Furniture that was previously located in the Library was donated to the Bakken Oil Rush Ministry. Prior to being donated, the Library reached out to Keith Buck to determine if the furniture could be utilized elsewhere.
- New mirrors have been installed in the bathrooms.
- New wall mounted magazine racks have been placed across from the Fiction section.
- Cracks in the walls in the office have been repaired and the office will be repainted soon.
- New book trucks have arrived, one came quite banged up but DEMCO sent a replacement at no charge and allowed us to keep the damaged one.
- The Sunflower String Art craft on Saturday, September 7, went exceedingly well and feedback from participants was very positive.