



**Meeting Agenda**  
**Morton Mandan Public Library Board of Trustees**  
**Morton Mandan Public Library**

**Monday, May 20, 2024 @ 5:30**

JOIN BY ZOOM MEETING: <https://us06web.zoom.us/j/82897631490>

Meeting ID: 828 9763 1490

| Agenda Item                                                                                                                       |               | Notes         |                |               |
|-----------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|----------------|---------------|
| A. <u>Call to Order &amp; Roll Call</u>                                                                                           |               |               |                |               |
| B. <u>Approve Agenda</u>                                                                                                          |               |               |                |               |
| C. <u>Approve Meeting Minutes:</u><br>a. April 22, 2024                                                                           |               |               |                |               |
| D. <u>UNFINISHED BUSINESS:</u>                                                                                                    |               |               |                |               |
| 1. Consider Approval: Collection Analysis Process                                                                                 |               |               |                |               |
| E. <u>NEW BUSINESS:</u>                                                                                                           |               |               |                |               |
| 1. Consider Approval of Monthly Bills                                                                                             |               |               |                |               |
| 2. Financial Report                                                                                                               |               |               |                |               |
| 3. Consider Approval of Handbook Additions:<br>a. Meeting Room (pg. 6)<br>b. Check Out Options (pg. 11)                           |               |               |                |               |
| 4. Consider Approval: Laminating Services                                                                                         |               |               |                |               |
| 5. Building Updates:<br>a. Upper Rooftop<br>b. Fire Alarm Inspection                                                              |               |               |                |               |
| 6. Staff Updates:<br>a. Health Insurance<br>b. Professional Development Day                                                       |               |               |                |               |
| 7. Library Updates:<br>a. State Aid Application<br>b. Annual Report to ND State Library<br>c. Board of Trustees Position Timeline |               |               |                |               |
| 8. Other                                                                                                                          |               |               |                |               |
| F. <u>DIRECTOR'S REPORT:</u> Highlights & Questions                                                                               |               |               |                |               |
| G. <u>FUTURE 2024 MEETING DATES FOR LIBRARY BOARD OF TRUSTEES:</u>                                                                |               |               |                |               |
| June 24, 2024                                                                                                                     | July 22, 2024 | Aug. 26, 2024 | Sept. 23, 2024 | Oct. 28, 2024 |
| H. <u>ADJOURNMENT:</u> If lack of quorum, statement of monthly bills will be emailed to trustees for approval.                    |               |               |                |               |