



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

Monday, May 20, 2024 @ 5:30

Agenda Item	Notes			
A. <u>Call to Order & Roll Call</u> Meeting called to order at 5:35; board members introduced to visitor from Dickinson.	Donovan	(present) Padilla	(present) Buckley	(present) Olson
	(present) Kroh	Bohl	(present) Geiger	(present) Remmick
B. <u>Approve Agenda</u> Add request of purchase to agenda	Trustee Buckley moved to approve the agenda as amended; Trustee Geiger seconded. Motion carried.			
C. <u>Approve Meeting Minutes: April 22, 2024</u>	Trustee Olson moved to approve; Trustee Kroh seconded. Motion carried.			
D. <u>UNFINISHED BUSINESS:</u>				
1. Consider Approval: Collection Analysis Process Director Sandstrom gave information on which libraries in the state use a tool like this; reviewed what is offered and the costs. Discussed applying for a grant to cover the cost. Postpone a decision until June meeting.	Donovan	Padilla	Buckley	Olson
	Kroh	Bohl	Geiger	Remmick
E. <u>NEW BUSINESS:</u>				
1. Consider Approval of Monthly Bills Director gave information on bill for furniture, poles in parking lot, and materials from Opening the Book. Also information on new signage.	Donovan	(yes) Padilla	(yes) Buckley	(yes) Olson
	(yes) Kroh	Bohl	(yes) Geiger	(yes) Remmick
	Trustee Kroh moved to approve bills; Trustee Remmick seconded. Motion carried with a roll-call vote.			
2. Financial Report Brief explanation of the report.				
3. Consider Approval: Handbook Additions a. Meeting Room (pg. 6) Discussion of whether to allow users of community rooms to bring in their own alcohol. Board members agreed that will not be allowed; information to that effect will be added to Handbook. b. Check Out Options (pg. 11) Explanation of changes to be made regarding children checking out items without their cards. c. Patron requests for purchasing books. Suggested that patrons be notified that their requests have been received, and whether item will be purchased.	Donovan	Padilla	Buckley	Olson
	Kroh	Bohl	Geiger	Remmick
	Trustee Remmick moved to approve changes to Handbook; Trustee Buckley seconded. Motion carried.			

4. Consider Approval: Laminating Services Trustees suggested some sort of schedule for when laminating jobs will be completed; also limits to size of jobs accepted.	Donovan	Padilla	Buckley	Olson
	Kroh	Bohl	Geiger	Remmick
5. Building Updates: a. Upper Rooftop: work will begin later in the summer b. Fire Alarm Inspection: in June				
6. Staff Updates: a. Health Insurance: increase to be anticipated b. Professional Development Day: training on Beanstack; acrylics will be put out; work on BKMB handbook.				
7. Library Updates: a. State Aid Application: information on expenditures, what contributions received from city and county b. Annual Report to ND State Library c. Board of Trustees Position Timeline: when and how to approve applicants was discussed; decision to weed the applicants to the top 3 before interviewing				
Bel Neibel has made the decision to retire, director has received a letter from her. Search for a new employee for that position will begin.				
F. DIRECTOR’S REPORT: Discussion of planters; new signage; Exoplanet; and information on passport day in Hebron.				
G. FUTURE 2024 MEETING DATES FOR LIBRARY BOARD OF TRUSTEES:				
June 24, 2024	July 22, 2024	August 26, 2024	Sept. 23, 2024	Oct. 28, 2024
H. ADJOURNMENT: If lack of quorum, statement of monthly bills will be emailed to trustees for approval. Meeting adjourned at 6:55.				