

**Morton Mandan Public Library – Board of Trustees
Meeting Minutes – Monday, Oct. 28, 2019**

	A meeting of the Morton Mandan Public Library Board of Trustees was held on this date at the library. President Rebecca Donovan called the meeting to order at 5:35 p.m.
PRESENT	President Rebecca Donovan, Secretary Ashley Kelsch, Trustee Jackie Buckley, Trustee Joanne Beckman, Trustee Mary Anderson, Trustee Mike Braun and Director Jackie Hawes were present.
ABSENT	Vice President Linda Ehreth was absent.
APPROVAL OF AGENDA	A motion to approve the agenda was made by Trustee Braun; second by Trustee Kelsch. Motion carried.
APPROVAL OF MEETING MINUTES FOR SEPT. 23, 2019	A motion to approve the minutes from the Sept. 23 meeting was made by Trustee Buckley; second by Trustee Braun. Motion carried.
OLD BUSINESS	
Vacant Board of Trustees Position	Director Hawes has still not received any applications. Trustee Beckman’s contact will not be available to serve. Trustee Buckley will mention it at the next County Commission meeting.
Consider Approval to Change Education Requirement for Assistant Director Position	Director Hawes reported that City Human Resources recommends that we amend the Assistant Director position requirements to reflect that a bachelor’s degree is required, and a master’s degree is preferred. A motion to amend the position requirements as such was made by Trustee Beckman; second by Trustee Braun. Motion carried.
NEW BUSINESS	
Consider Approval of Monthly Bills	A motion to approve the schedule of monthly bills was made by Trustee Anderson; second by Trustee Beckman. Motion carried.
Financial Report	Director Hawes provided the financial report as an FYI. There were no questions.
Consider Closing Library Day After Thanksgiving	The City recently approved closing their offices the day after Thanksgiving. A motion to approve closing the library on Nov. 29 while giving employees the option to work was made by Trustee Beckman; second by Trustee Braun. Motion carried.
Library & Parks Improvement Committee Update	President Donovan reported that the meeting she attended seemed very optimistic. She thought the architect was well-prepared. Trustee Buckley said that it doesn’t seem there is a clear idea of what they’ll do with the east end of the building. She’s also concerned about people having difficulty parking once everything has been completed. Director Hawes

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	stated that the next steering committee meeting could be Friday, Nov. 8, at 10 a.m.
OTHER BUSINESS Director's Report	<p>Director Hawes reported that:</p> <ul style="list-style-type: none">• The steering committee is looking at holding more community input events. They also want to go out into the County to get community input.• Staff did not take the bookmobile to the ABOS conference and only one staff member was actually able to go. Director Hawes did not go.• The Library has been having ongoing issues with the public computers not working. Progress has been made with the contracted IT company. Director Hawes is looking to move the Library's email from the CDLN system to Outlook.• The bookmobile driver will be returning to work soon. That will allow Mary to transition into her new role. <p>Meeting adjourned at 6:09 p.m.</p>

Rebecca Donovan, President

Ashley Kelsch, Secretary