

**Morton Mandan Public Library – Board of Trustees
Meeting Minutes – Monday, July 27, 2020**

	A meeting of the Morton Mandan Public Library Board of Trustees was held on this date. President Rebecca Donovan called the meeting to order at 5:43 p.m.
PRESENT	President Rebecca Donovan, Vice President Linda Ehreth, Secretary Ashley Kelsch, Trustee Joanne Beckman, Trustee Mary Anderson, MMPL employee Belinda Neibel, and Director Jackie Hawes were present in person or via conference call.
ABSENT	Trustees Jackie Buckley and Amber Larson were absent.
APPROVAL OF AGENDA	A motion to approve the agenda was made by Trustee Beckman; second by Trustee Anderson. Vice President Ehreth – Yes Trustee Anderson – Yes Trustee Beckman – Yes Secretary Kelsch – Yes Motion carried.
MINUTES Consider Approval of the Minutes from the June 22 Meeting	A motion to approve the minutes from the June 22 meeting was made by Vice President Ehreth; second by Trustee Beckman. Vice President Ehreth – Yes Trustee Anderson – Yes Trustee Beckman – Yes Secretary Kelsch – Yes Motion carried.
OLD BUSINESS	
NEW BUSINESS Appoint Officers: President, Vice President and Secretary/Treasurer	Secretary Kelsch asked Director Hawes where each board member was at in their terms. Director Hawes shared each members end-of-term date. Vice President Ehreth nominated President Donovan to continue as President; second by Secretary Kelsch. Trustee Beckman moved to cease nominations and cast a unanimous ballot; second by Vice President Ehreth. Vice President Ehreth – Yes Trustee Anderson – Yes Trustee Beckman – Yes Secretary Kelsch – Yes Motion carried.

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<p>Appoint Two Check Signers in Addition to the Mayor and City Administrator</p> <p>Consider Approval of Monthly Bills</p>	<p>Trustee Beckman nominated Vice President Ehreth to continue as Vice President; second by Secretary Kelsch. Trustee Beckman moved to cease nominations and cast a unanimous ballot; second by Trustee Anderson.</p> <p>Vice President Ehreth – Yes Trustee Anderson – Yes Trustee Beckman – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p> <p>Trustee Beckman nominated Secretary Kelsch to continue as Secretary; second by Trustee Anderson. Trustee Beckman moved to cease nominations and cast a unanimous ballot; second by Trustee Anderson.</p> <p>Vice President Ehreth – Yes Trustee Anderson – Yes Trustee Beckman – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p> <p>Trustee Beckman moved to appoint the President and Secretary to be the two check signers in addition to the Mayor and City Administrator; second by Vice President Ehreth.</p> <p>Vice President Ehreth – Yes Trustee Anderson – Yes Trustee Beckman – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p> <p>Director Hawes stated that the monthly bills were standard. T-shirts were ordered for the run/walk program this summer.</p> <p>Trustee Anderson asked if there had been a decision made about custodial staff for the Library. Director Hawes responded that a decision had been made about Library custodial services a while ago. The determination was made that Director Hawes should report her disappointment in the current custodial staff to the appropriate City staff member and to continue to use the City custodial staff.</p>
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<p>Financial Report</p>	<p>A motion to approve the bills was made by Trustee Beckman; second by Trustee Anderson.</p> <p>Vice President Ehreth – Yes Trustee Anderson – Yes Trustee Beckman – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p> <p>The financial report was provided. No questions were asked.</p>
<p>Outreach Services Report Provided by Belinda Neibel</p>	<p>Ms. Neibel operates the bookmobile and reported that the bookmobile has been back in service since mid-May. Prior to that she was driving the vehicle to promote the U.S. Census. She has been doing curbside pick-ups in the four larger cities in Morton County. Those have been quite successful, and the counties have been very helpful. Ms. Neibel added that she thinks Director Hawes has done a fantastic job during the pandemic.</p>
<p>Consider Approval of Bills for Morton Mandan Public Library/Downtown Parks Projects</p>	<p>There was a bill from Bartlett & West and one from the Bismarck Tribune for the advertisement to receive bids. A motion to approve the bills for the Morton Mandan Public Library/Downtown Parks was made by Trustee Anderson; second by Vice President Ehreth.</p> <p>Vice President Ehreth – Yes Trustee Anderson – Yes Trustee Beckman – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p>
<p>Consider Approval of Accepting the Library Vision COVID-19 Response Grant</p>	<p>Director Hawes stated that the Board approved the application for this grant. The Library received the full \$2,500 and Director Hawes would like to start using those funds. A motion to approve accepting the Library Vision COVID-19 Response Grant was made by Trustee Beckman; second by Trustee Anderson.</p> <p>Vice President Ehreth – Yes Trustee Anderson – Yes Trustee Beckman – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p>

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<p>Outreach Report</p>	<p>programming. Director Hawes will also help to absorb some of the duties from those positions.</p> <ul style="list-style-type: none">• The Library has had to purchase more masks for patrons who do not have them. So far, there have only been a few patrons to make rude comments about having to wear a mask.• Outreach programs will not be in-person this fall.• The café meeting room is currently being used as a book quarantine space.• The patron database is being updated and expired cards removed.• The Library has had several volunteers wanting to come back to help. They are currently set up in the teen room.• The Friends of the Library will be purchasing a popcorn machine and a flat screen TV for the Library in Aug. <p>Report provided. There were no questions about the report.</p> <p>Meeting adjourned at 6:58 p.m.</p>
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Rebecca Donovan, President

Ashley Kelsch, Secretary