

**Morton Mandan Public Library – Board of Trustees
Meeting Minutes – Monday, Aug. 24, 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 5:34 p.m.
PRESENT	President Rebecca Donovan, Secretary Ashley Kelsch, Trustee Joanne Beckman, Trustee Amber Larson, Trustee Mary Anderson, Trustee Jackie Buckley and MMPL Board of Trustees applicant Melanie Gaebe and Director Jackie Hawes were present in person or via conference call.
ABSENT	Vice President Linda Ehreth was absent.
APPROVAL OF AGENDA	A motion to approve the agenda was made by Trustee Anderson; second by Trustee Larson. Trustee Anderson – Yes Trustee Beckman – Yes Trustee Buckley – Yes Trustee Larson – Yes Secretary Kelsch – Yes Motion carried.
MINUTES Consider Approval of the Minutes from the July 27 Meeting	A motion to approve the minutes from the July 27 meeting was made by Trustee Beckman; second by Trustee Anderson. Trustee Anderson – Yes Trustee Beckman – Yes Trustee Buckley – Yes Trustee Larson – Yes Secretary Kelsch – Yes Motion carried.
OLD BUSINESS	
NEW BUSINESS Interview Trustee Applicant	Melanie Gaebe was in attendance to be interviewed by the Board to be a MMPL trustee representing Morton County. Trustee Beckman asked why she’s interested in joining the Board. Ms. Gaebe responded that she taught herself to read at the age of three and hasn’t stopped reading since. She said she can still remember her bookmobile driver’s name. Ms. Gaebe lives in New Salem and works at the Capitol in the Agriculture Department.
Consider Appointing Melanie Gaebe to the MMPL Board	A motion to appoint Melanie Gaebe to the MMPL Board of Trustees for a first term was made by Trustee Buckley; second by Trustee Beckman. Trustee Anderson – Yes

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<p>of Trustees for 1st Term</p>	<p>Trustee Beckman – Yes Trustee Buckley – Yes Trustee Larson – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p>
<p>Consider Approval of Monthly Bills</p>	<p>Director Hawes reported that everything on the monthly bills was standard aside from the deposit for the COVID-19 self-check station, which the MMPL received a grant for.</p> <p>A motion to approve the monthly bills was made by Trustee Larson; second by Trustee Anderson.</p> <p>Trustee Anderson – Yes Trustee Beckman – Yes Trustee Buckley – Yes Trustee Larson – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p>
<p>Financial Report</p> <p>Consider Approval of Bills for Morton Mandan Public Library/Downtown Parks Projects</p>	<p>The financial report was provided. No questions were asked.</p> <p>Director Hawes reported that this bill is just the next installment in the project and includes payment for Bartlett & West. Trustee Larson wished to abstain from the vote because she works for Bartlett & West. A motion to approve the bills for the Morton Mandan Public Library/Downtown Parks Projects was made by Trustee Beckman; second by Trustee Anderson.</p> <p>Trustee Anderson – Yes Trustee Beckman – Yes Trustee Buckley – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p>
<p>Consider Approval of Accepting the Humanities ND CARES Grant</p>	<p>Director Hawes said that the Humanities ND CARES Grant is a \$50,000 grant included under CARES Act dollars. She is going to do her best to submit the grant but needs Board approval to apply. The grant can be used for operating expenses and humanities programming.</p>

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<p>Consider Budget Amendment to Increase Capital (Office Equipment & Furnishings) Line Item by \$550</p>	<p>Trustee Beckman asked when the money would have to be spent by. Director Hawes said the MMPL would have one year to spend the funds.</p> <p>Trustee Beckman followed up by asking if Director Hawes knew how she would spend these funds. Director Hawes responded that the money would most likely be used for library programming because the format of programs has had to change during the pandemic – for example, the Library has been providing patrons with take and make kits which are an added expense. She could also possibly purchase janitorial supplies that have been missed or equipment that is still needed.</p> <p>A motion to approve accepting the Humanities ND CARES Grant was made by Trustee Beckman; second by Trustee Buckley.</p> <p>Trustee Anderson – Yes Trustee Beckman – Yes Trustee Buckley – Yes Trustee Larson – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p> <p>Director Hawes stated that this is the portion of the line item that is not covered by the grant.</p> <p>A motion to approve the budget amendment was made by Trustee Larson; second by Trustee Beckman.</p> <p>Trustee Anderson – Yes Trustee Beckman – Yes Trustee Buckley – Yes Trustee Larson – Yes Secretary Kelsch – Yes</p> <p>Motion carried.</p>
<p>OTHER BUSINESS</p> <p>Director’s Report</p>	<p>Director Hawes reported that:</p> <ul style="list-style-type: none"> • Personnel update: <ul style="list-style-type: none"> ○ Has hired a former employee for the Youth Services Assistant position and she is very excited to return. Her start date is Sept. 8.

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<p>Outreach Report</p>	<ul style="list-style-type: none">○ Has made an offer to an individual for the Youth Services Coordinator position. This position’s start date would be Sept. 1 should they accept.○ The open Assistant Director position should be posted on Sept. 1.● Bids were open July 14 for the MMPL/Downtown Parks Projects. The City Commission awarded the projects to the lowest bid. The bid was approved on Aug. 18. The project is fully funded. Director Hawes will be attending a meeting on Aug. 25 to learn more about what the next steps are.● Morton County has approached Director Hawes to utilize the Starion Room as a location for early voting from Oct. 21-Nov. 2 and she has approved that use.● The MMPL will be part of a KXMB news feature which will run in a five-minute segment on Sept. 16 from 9-10 a.m. This will be a multiple series segment so there will be more opportunities to promote the Library. <p>Report provided. There were no questions about the report.</p> <p>Meeting adjourned at 6:04 p.m.</p>
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Rebecca Donovan, President

Ashley Kelsch, Secretary