

**Morton Mandan Public Library – Board of Trustees
Meeting Minutes – May 20, 2019**

	A meeting of the Morton Mandan Public Library Board of Trustees was held on this date at the library. President Ashley Kelsch called the meeting to order at 5:40 p.m.
PRESENT	Director J. Hawes, President A. Kelsch, Trustee J. Buckley, Trustee M. Braun, Trustee L. Ehreth, Trustee J. Beckman, Trustee R. Donovan
ABSENT	Trustee R. Doll, Trustee M. Anderson
APPROVAL OF AGENDA	A motion to approve the agenda as amended to include discussion about closing July 5, 2019 was made by Trustee L Ehreth; second by Trustee J Beckman. Motion carried.
APPROVAL OF MEETING MINUTES FOR April 22, 2019	A motion to approve the minutes from the April 22, 2019 meeting was made by Trustee J Buckley; second by Trustee M. Braun. Motion carried.
OLD BUSINESS Dress code policy	This item will be tabled until the June 24, 2019 meeting in order to gather more information and complete a revision.
NEW BUSINESS	
Approve Schedule of Bills for May 2019	Trustee J. Buckley moved to approve the schedule of bills for May 2019 as presented; second by Trustee M. Braun. Motion carried.
Financial Report	Director Hawes provided the financial report as an FYI unless there were any questions. There were no questions.
Discussion on janitorial services	Spreadsheet of janitorial services has been prepared and submitted for possible services to private contractors in relation to city services. This would be for interior cleaning services only. Director Hawes will approach the city for improvement in current services before the next meeting.
Consider approval for west end deck repair	Trustee Buckley made a motion to waive the bid process. Trustee Braun seconded. Motion carried. A motion to approve Triple A for the west end deck repair by Trustee Braun. Seconded by Trustee Donovan. Motion carried.
Consider entering into agreement with ND Community Foundation to establish a building fund	A motion to approve this agreement with an initial donation of \$50.00 was made by Trustee L. Ehreth and seconded by Trustee M. Braun. Motion carried.

**Morton Mandan Public Library – Board of Trustees
Meeting Minutes – May 20, 2019**

<p>Consider approval to move Youth Services Assistant position to a Grade 9</p> <p>Preliminary 2020 budget discussion</p> <p>July 5, 2019 closing</p>	<p>This move would take effect due to increased work load and adding the marketing duties and will start with the next budget year. Trustee J. Beckman has made a motion to move Youth Services Assistant from a Grade 4 to Grade 9. Trustee Ehreth seconded. Motion carried.</p> <p>Director Hawes will be requesting additional monies for staff to help during the census, for IT replacements, an increase in health insurance, and CDLN fees.</p> <p>Trustee Beckman moved to close July 5, 2019 in accordance with the city. Trustee Braun seconded. Motion passed.</p>
<p>OTHER BUSINESS</p> <p>Director’s Report</p> <p>Outreach Report</p>	<p>Summer Reading program kickoff. Youth Services Coordinator requests if any board member could come in to help during the STEM ZONE activity on June 10th. Requesting directional arrows in parking lot and more no parking signs. Trustee Anderson needs to sign oath of office. Rice Bowl door is broken. Looking at different options.</p> <p>No Outreach Report.</p> <p>Meeting adjourned at 7:00 pm.</p>

Ashley Kelsch, President

Rebecca Donovan, Secretary