

**Morton Mandan Public Library – Board of Trustees
Meeting Minutes – January 28, 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 5:34 p.m.
PRESENT	Director Jackie Hawes, President Ashley Kelsch, Vice President Linda Ehreth, Secretary Rebecca Donovan, City Commissioner Mike Braun, County Commissioner Jackie Buckley, & Trustee Mary Anderson
ABSENT	Trustee Joanne Beckman & Trustee Robin Doll
APPROVAL OF AGENDA	A motion to approve the agenda was made by Trustee L. Ehreth, seconded by Trustee M. Braun. Motion carried.
APPROVAL OF MEETING MINUTES FOR December 17, 2018	A motion to approve the minutes from the December 17, 2018 meeting was made by Trustee J. Buckley, seconded by Trustee M. Braun. Motion carried.
OLD BUSINESS	
Director’s Evaluation	<p>Director’s Evaluation Committee met and looked at formats and parts from other city/county evaluations.</p> <p>The new evaluation will include a self-evaluation, board members evaluation, staff evaluation and others (possibly the city administrator, finance director, mayor, & commissioners) evaluation.</p> <p>Trustee M. Anderson moved to approve the new evaluation and Trustee R. Donovan seconded. Motion carried.</p> <p>Another member is needed for the Director’s Evaluation committee due to resignation of Trustee B. Strinden. An email will go out requesting a volunteer. The committee will meet again after February 12 to finalize and then present at the February 25, 2019 meeting.</p>
Upgrade Phone System	A motion was made by Trustee L. Ehreth and seconded by Trustee M. Braun to table this item. Motion carried.
NEW BUSINESS	
Approve Schedule of Bills for December 2018	Trustee M. Braun moved to approve the schedule of bills for December 2018 as presented; seconded by Trustee L. Ehreth. Motion carried.
Financial Report	Director Hawes provided the financial report as an FYI unless there were any questions. There were no questions.
Consider Approval of By-law changes	Trustee M. Anderson moved to approve the bylaw changes. Trustee M. Braun seconded. Motion passed.
Discuss meeting day/time options	President A. Kelsch will send out a doodle poll to find out what is the best day and time to have regular board meetings to see if there might be a time/date more accommodating for the board.

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OTHER BUSINESS	
Director’s Report	Professional Development day was held January 21, 2019. Security for the Library was discussed with possible options for additional training to include Narcan training, ALICE training, verbal de-escalation training, First Aid/AED, CPR, and others. Personnel Update: Will be interviewing for part time position in the next three days.
Outreach Report	See attachment.
	Meeting adjourned at 6:03 PM.

Ashley Kelsch, President

Rebecca Donovan, Secretary