

**Washburn Public Library Board
Meeting Minutes
November 26th, 2024**

Present: Morgan Hapip, Katrina Winterberg, Miranda Harvey, Kari Goos, Keith Hapip, Jr.-board members, Kandi Shape-Library Director, Monica Struck-NDSL Public Library Specialist and one member of the public

The meeting was called to order by Morgan Hapip at 6:59 pm.

Keith moved to approve the agenda. Kari seconded the motion. The motion passed.

Miranda moved to approve the 8/27/24 meeting minutes. Keith seconded the motion. The motion passed.

Kari moved to approve the quarterly financial report. Keith seconded the motion. The motion passed.

Kandi gave the librarian's report. She continues to attend monthly MMRL and CDLN meetings. The adult book club continues to meet monthly. Washburn Public Library was awarded the STAR Award. This award is in recognition of libraries that provide exceptional service with the financial resources at their disposal, and is bestowed on those performing the best across a range of per-capita measures within a peer group of libraries with similar operating expenditures. Kandi attended the national ARSL Conference in Springfield, MA 9/11-14/24. WPL held a Fall Into Reading event 10/1/24 with 8 people in attendance. Preschool teacher Jill Grumbo signed up interested patrons for the Dolly Parton Imagination Library. There were many activities such as a library card sign-up, scavenger hunt, DIY bookmarks, Lego table, STEAM Kits, games, puzzles. Kandi attended the NDLA Conference in Bismarck 10/3-4/24. The weekly preschool story time Puppy Tales with Ichabod started 10/14/24 and will be on Mondays at 10:30 am. WPL set up a book sale for the Main Ave Sidewalk Sale 10/17/24 and raised \$125.55. WPL hosted a Fall Into Photography event 10/19/24 with 5 people showing up to learn about digital imagery utilizing the Washburn Discovery Trail overlooking the mighty Missouri River. WPL participated in the Candy Caravan 10/31/24 with 325 people in attendance. Newell Zeller from the local American Legion did a Veteran's Day Program 11/4/24 with 25 people in attendance. The Women's Auxilliary collected cards that were made and distributed to local home-bound and retirement home veterans. The Classical Conversations class met 11/12/24. Guest speaker ND author Jill Kandel discussed her memoir 'The Clean Daughter' 11/13/24 as part of her ND book tour with 11 people in attendance. \$ 4 Scholars had 14 people participate in a phone-a-thon 11/17/24. The 2024 donation letter is ready to send out to businesses.

North Dakota State Library Public Library Specialist Monica Struck did a new board member orientation. A PDF version of the presentation was emailed to the board for future reference.

The basement backup issues are still being readdressed by the city. An update will be given at the February 25th, 2025, board meeting.

An update on installing a ramp on the front door will be readdressed at the February 25th, 2025, board meeting.

Kari moved to put Appointment and Term of Offices (removal of reference to North Dakota Statute 40-38-03?) on the 2/25/25 agenda under new business: annual review of by-laws and policies (see Library Board of Members: Appointment and Term of Offices & Qualifications for Board Members). Katrina seconded the motion. WPL board members must reside in city limits as the Washburn Home Rule Charter has no ordinances for bypassing the residency requirement. The motion passed.

Due to Jon Lussenden being removed from the library board, Morgan was in attendance for the assistant librarian interviews. Bonnie Lund was hired.

The Library Director and assistants yearly wage performance review evaluations were shared. Due to Jon being removed from the board, Morgan did the director's evaluation with Beth Bruestle, the MMRL Director. Kari moved to implement a 4% cost of living raise. Katrina seconded the motion. Keith amended the original motion to include a 2% merit increase on top of the 4% cost of living raise, for a total of 6%. Morgan seconded the motion. Both motions passed.

Morgan moved to acknowledge that Kari Goos is to replace Lynnette Laning on the library board. Katrina seconded the motion. The motion passed.

Miranda moved to acknowledge that Keith Hapip, Jr., is to fill Jon Lussenden's unexpired term on the library board. Kari seconded the motion. The motion passed.

Katrina moved to have Kandi look into whether WPL can have the autonomy to accept or reject commission appointments to be addressed at the 2/25/25 board meeting under the annual review of by-laws and policies. Kari seconded the motion. Katrina, Kari, and Morgan-yes. Keith and Miranda-no. The motion passed.

Miranda moved to elect Morgan as the WPL board President. Katrina seconded the motion. The motion passed.

Kari moved to elect Katrina as the WPL board Vice-President. Miranda seconded the motion. The motion passed.

Miranda moved to authorize the Library Director and the City Auditor to receive bank information. Kari seconded the motion. The motion passed.

MMRL is possibly looking for new headquarters. Letters were sent out to cities from Riverdale 11/8/24. Any proposals need to be submitted to MMRL by mid-January. An update will be given at the February 25th, 2025, board meeting.

Kandi will be gone for the Small Business Saturday Craft & Vendor Show 11/30/24. Katrina will help set up the book sale. Kari will help tear down and collect the money that was raised.

The next regularly scheduled quarterly library board meeting will be held Tuesday, February 25th, 2025, at 7 pm.

Morgan adjourned the meeting at 8:39 pm.