

**Mobile Library Task Force, West Fargo Public Library**

**Meeting Date: May 5, 2021**

**Time: 5:00 P.M.**

**Place: Zoom meeting**

<https://us02web.zoom.us/j/86816413551?pwd=ODMvdKR4b1FQSHpNSnBDTGhreU9zZz09>

**Roll Call:** Jodie Haring, Stephanie Shea, Alison Ottesen, Cailin Shovkoplyas. Also attending: Carissa Hansen, Library Director, Kirsten Henagin, Adult Services Manager. Absent: Paula Krogen.

**1. Call to order**

Shea called the meeting to order.

**2. Approve order of agenda**

Shovkoplyas moved and Haring seconded to approve order of the agenda. No opposition. Motion carried.

**3. Consent agenda - approve the following:**

Shovkoplyas moved and Haring seconded to approve the consent agenda. No opposition. Motion carried.

- a. Approval of Minutes – April 7, 2021

**Regular Agenda:**

1. Discussion of route logistics and updates:

- **Route:** Henagin gave a summary of minor changes to the route since the last Task Force meeting, as well as an overview of plans for summer programs. Literacy programs will take place on the AM route stops each week. Yard games and play activities will be part of the evening route stops to cater to a multigenerational or family audience. The bus will also stop weekly at Grace Gardens apartments in West Fargo to serve the children and families there, but this stop won't be open to the public like the 12 primary route stops. Shea mentioned a project she and her students are working on to support the Landon's Light Foundation. It ties into some of the programs that are planned as part of the summer reading program and the library will collaborate to promote the program which involves designing and placing rocks to be found in local parks.
- **Volunteers:** Henagin has been working to onboard many new and returning volunteers to work on the route this summer. She has also reached to the Police Department and Fire Department to partner with them in joining library staff on the route. Library staff will put out another call for volunteers in the coming weeks to garner more interest.
- **Great Plains Food Bank:** Great Plains Food Bank and volunteers will join the library on the evening route stops to provide meals to attendees. Ottesen discussed that this year kids picking up meals may take as many as five meals at a stop. The library will advertise meal pickup as part of its marketing for the route and summer programs.
- **Inclement weather communications:** Henagin outlined the plan for canceling stops in the event of bad weather. In the case of rain or thunderstorms, the library will determine

whether to cancel route stops by 6am for the AM route stops and 2pm for the PM route stops. Hansen discussed that communication will go out via social media, the library's phone line, and the library's website. Library staff will also check with the West Fargo Park District to see if they are willing to also put out communication about cancellations.

## 2. Other Business

- Hansen asked for the Task Force's help in spreading the word about the community-wide survey that is currently available to the public as well as openings on the library board of directors.

## 3. Adjourn

- Shovkopyas moved to adjourn, Haring seconded. No opposition. Meeting adjourned. Next meeting: 5:00 P.M. Wednesday, June 2<sup>nd</sup>, 2021.