

Fargo Public Library Board of Directors  
Annual Meeting  
Immediately following July 20th Monthly Meeting  
Fargo City Commission Chambers  
225 4<sup>th</sup> St North  
Fargo, ND 58102

- |   |               |
|---|---------------|
| 1. Approve Order of the Agenda                                  | <b>Action</b> |
| 2. Approve Minutes of July 21 <sup>st</sup> 2020 Annual Meeting | <b>Action</b> |
| 3. Affirmation of Library Board Ethics Statement                | <b>Action</b> |
| 4. Election of Officers for 2021-2022                           | <b>Action</b> |
| 5. Adjourn  |               |

**Fargo Public Library Board of Directors  
Annual Meeting  
July 21, 2020  
Immediately following July Monthly Meeting  
Fargo City Commission Chambers and Virtual  
225 4<sup>th</sup> St N, Fargo ND 58102**

**Board Members Present:** Rachael Steenholdt, Mary Batcheller, Carrie Peterson, Whitney Oxendahl, Carlos Hawley Jr., Kristen Schipper

**Board Members Absent:** Scott Beaulier

**Staff:** Tim Dirks, Sunny Branick, Betsy Dauer

**Others Present:** Tony Gehrig

The meeting was called to order by President, Rachael Steenholdt at 4:46 pm.

**Order of the Agenda**

A motion was made by Carlos Hawley Jr. to approve the Order of the Agenda. Mary Batcheller seconded the motion; motion carried.

**Minutes of 2019 Annual Meeting**

A motion was made by Mary Batcheller to approve the minutes of the 2019 annual meeting. Carlos Hawley Jr. seconded the motion; motion carried.

**Election of Officers for 2020-2021**

Rachael Steenholdt called for nominations for President. Carlos Hawley Jr. nominated Rachael Steenholdt for president and Mary Batcheller for Vice President. Mary Batcheller nominated herself for President. Rachael Steenholdt nominated herself for Vice President. No other nominations were received. A motion was made by Carlos Hawley Jr. to close nominations. Kristen Schipper seconded the motion; motion carried. Mary Batcheller and Rachael Steenholdt declined the nomination from Carlos Hawley Jr. A motion was made by Rachael Steenholdt to approve Mary Batcheller for President and Rachael Steenholdt for Vice President. Carrie Peterson seconded the motion; motion carried. The Board voted all in favor of Mary Batcheller for President and Rachael Steenholdt for Vice President.

The annual meeting adjourned at 4:58 pm.

Respectfully submitted,

Betsy Dauer

**Fargo Public Library Board  
Action Item Summary Sheet**

**What:**

The reaffirmation of the Trustee Ethics Statement by the action of the Library Board.

**Explanation:**

The Board Orientation Committee identified the Trustee Ethics Statement as needing reaffirmation on annual basis by the full Library Board as part of its annual meeting.

**Director recommendation:**

Approve the reaffirmation of the Trustee Ethics Statement.

**Board Discussion:**

**Approve as recommended**

First motion made by: \_\_\_\_\_

Second motion made by: \_\_\_\_\_

**Approve with changes**

First motion made by: \_\_\_\_\_

Second motion made by: \_\_\_\_\_

**Vote**

In Favor: \_\_\_\_\_

Opposed: \_\_\_\_\_

**Approved/Denied/Tabled/Postponed**

# United for Libraries



Association of Library Trustees,  
Advocates, Friends and Foundations  
*A division of the American Library Association*

## **PUBLIC LIBRARY TRUSTEE** **ETHICS STATEMENT**

### **Official Statement from United for Libraries**

Public library Trustees are accountable for the resources of the library as well as to see that the library provides the best possible service to its community.

Every Trustee makes a personal commitment to contribute the time and energy to faithfully carry out his/her duties and responsibilities effectively and with absolute truth, honor and integrity.

- Trustees shall respect the opinions of their colleagues and not be critical or disrespectful when they disagree or oppose a viewpoint different than their own.
- Trustees shall comply with all the laws, rules and regulations that apply to them and to their library.
- Trustees, in fulfilling their responsibilities, shall not be swayed by partisan interests, public pressure or fear of criticism.
- Trustees shall not engage in discrimination of any kind and shall uphold library patrons' rights to privacy in the use of library resources.
- Trustees must distinguish clearly in their actions and statements between their personal philosophies and attitudes and those of the library, acknowledging and supporting the formal position of the Board even if they disagree.
- Trustees must respect the confidential nature of library business and not disclose such information to anyone. Trustees must also be aware of and in compliance with Freedom of Information laws
- Trustees must avoid situations in which personal interests might be served or financial benefits gained as a result of their position or access to privileged library information, for either themselves or others.
- A Trustee shall immediately disqualify him/herself whenever the appearance of or a conflict of interest exists.
- Trustees shall not use their position to gain unwarranted privileges or advantages for themselves or others from the library or from those who do business with the library.
- Trustees shall not interfere with the management responsibilities of the director or the supervision of library staff.

- Trustees shall support the efforts of librarians in resisting censorship of library materials by groups or individuals.

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Approved by the United for Libraries Board in January 2012*