

Fargo Public Library Board of Directors  
Annual Meeting  
Immediately following July 18th Monthly Meeting  
Fargo City Commission Chambers  
225 4<sup>th</sup> St North  
Fargo, ND 58102

1. Approve Order of the Agenda **Action**
2. Approve Minutes of July 19, 2022 Annual Meeting **Action**
3. Affirmation of Library Board Ethics Statement **Action**
4. Election of Officers for 2023-2024 **Action**
5. Adjourn

**Fargo Public Library Board of Directors  
Minutes for Annual Meeting  
Tuesday, July 19, 2022  
Immediately following July Monthly Meeting  
Fargo City Commission Chambers and Virtual  
225 4th Street North, Fargo, ND 58102**

**Board Members Present:** Carlos Hawley Jr., Kristen Schipper, Wanda Mengelkoch, Hannah James (virtual) and Amy Ouren (virtual)

**Board Members Absent:** Carrie Peterson, Jenna Reno

**Staff:** Tim Dirks, Megan Richardson

**Others Present:** Shelly Byron, Commissioner Arlette Preston, Whitney Oxendahl

Interim President Carlos Hawley called the meeting to order at 4:18 p.m. and a quorum was declared.

**Order of the Agenda Approved**

A motion was made by Kristen Schipper to approve the Order of Agenda. Hannah James seconded the motion; all the members voted aye and the motion carried.

**Minutes of July 20, 2021 Annual Meeting Approved**

A motion was made by Kristen Schipper to approve the Order of Agenda. Wanda Mengelkoch seconded the motion; all the members voted aye and the motion carried.

**Affirmation of Library Boards Ethics Statement**

Director Tim Dirks said an ad hoc committee worked on updating the Board Orientation information and determined there should be a reaffirmation of the Trustee Ethics Statement as part of the Annual Meeting, so members remain familiar with it.

A motion was made by Wanda Mengelkoch to reaffirm. Kristen Schipper seconded the motion; all the members voted aye and the motion carried.

**Election of officers 22-23**

Carlos Hawley called for nominations for Vice President. Kristen Schipper nominated Amy Ouren for Vice President. No other nominations were received. A motion was made by Kristen Schipper to approve Amy Ouren for Vice President. Wanda Mengelkoch seconded the motion. All the members voted aye and the motion carried.

Kristen Schipper nominated Carlos Hawley for President. No other nominations were received. A motion was made by Kristen Schipper to approve Carlos Hawley as President. Hannah James seconded the motion. All the members voted aye and the motion carried.

The meeting adjourned at 4:23 p.m.

Respectfully submitted,  
Shelly Byron

**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: \_\_\_\_\_

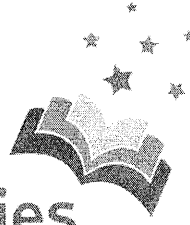
**Vote**

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*