

Leach Public Library
August 22, 2024

Library Board Vice President, Jeena Kompelien, called the meeting to order at 3:57 pm followed by the Pledge of Allegiance.

Members Present: Jeena Kompelien, Simone Sandberg, Kelly McNary, and Deb Loberg

Member Absent: Judy Oren

Also Present: Melissa Bakken, Leach Public Library Director and Rachel Kercher, Youth Services Director (for part of the meeting, as explained)

Conflict of Interest: None declared.

Additions to the Meeting: None.

A motion to accept the July Minutes with two corrections was made by Simone Sandberg and seconded by Kelly McNary.

1. Friends of the Library – The FOTL will meet on September 11, 2024 at 10:00 am. They will be discussing the upcoming Chocolate, Chocolate Day and Book Sale.

2. Physical Plant – Comstock has submitted a bid of \$85,568.00 plus permits or fees to fix the plaster on the main floor of the library. Ms. Bakken requested an itemized bill. Sig Olson's plaster repair would cost \$70000.00. The painter would be \$7000.00. The remainder would be Comstock's cost. Comstock stated that they could reduce the bill by \$4500.00 if the library would move the east wall shelving in order to allow for a six-foot span for the scaffolding. The library will try to get another bid. Some large branches came down with the recent storm on July 31, 2024. The Street Department cleaned up the branches and leaves. The flowers in the large pots in front of the library were also damaged by the storm. Ms. Bakken is trying to nurse them back to health.

3. Library Operations – The July Monthly and Expenditure Reports were reviewed. There were 26 new readers registered. Visits continue to rise over previous years. Annual magazine subscriptions, property insurance, and the Overdrive Library Participation fees were some of the bills that needed to be paid this month. The children's Back-to-School Craft Day was well attended on August 16, 2024. Also the Movie Night brought out six children. The Lunch Program ended on August 9, 2024. The meals served at the library totaled 1859. The meals served at all sites throughout the community totaled 14,149. Finally the Board reviewed the 2024 Summer Reading Program Final Report. The number of patrons who completed the reading program include: 9 Pre-readers; 8 Preschoolers; 20 Children; 4 Teens; and 11 Adults. This is a total of 52 patrons who finished the program (up 11 patrons from 2023). All patrons picked up their prize bags.

4. Old Business – Ms. Bakken is working on the Space Needs Assessment that has been requested by the North Dakota State Library (NDSL). This is a five-year assessment plan that is due at the end of the calendar year 2024. This is an assessment of if we are using the space we have wisely. Some libraries are able to expand outside of the original footprint of their buildings, but the Leach Public Library is confined to its original footprint due to its placement on the National Register of Historic Places.

5. New Business -

- As stated earlier the Summer Reading Program showed increased participation from last year. Ms. Bakken compiled a report detailing the number of registrants, numbers of those who completed the program, and the number of reading logs turned-in. (Please refer to the report for details).
- The Board discussed the Strategic Plan. Our current plan expires at the end of 2024. The Board will review the current Plan and discuss at a later date.
- The Leach Public Library received the annual distribution from the Schmeichel Estate in the amount of \$16,607.95 on August 1, 2024. The Library will continue to receive funds from the estate until the land is sold.
- The FOTL submitted the Agnes Kragness Trust funds of \$4000.00 for use in the youth library.
- Rachel Kercher, Youth Services Director, applied for a Summer Reading Grant from the Department of Public Instruction (DPI) and received a \$15,000.00 grant for the youth libraries. She was welcomed to the Board meeting to list items that she proposes to order. Some of these items include: a dual table for the AWE computers, a shelf under the children's library window, new Launch Pads, updated shelving in the playroom, story time books, dyslexic font books, etc. The Board commended Ms. Kercher on her initiative, foresight and planning for the needs of the youth libraries.
- Previously former Library Director Guck had initiated updates for the Library Board Bylaws in July, 2016. An amendment to the City Ordinance No. 978 Section 32-21 was created and passed by the City Council in October 2016. This allowed for one Richland County resident to be placed on the Library Board if chosen by the City Council from the Library Board applicants. This needs to be included in the Library Board Bylaws under Article III Section 1.
- Ms. Sandberg made a motion for Article V Section 4 of the Library Board Bylaws to add that the President may designate a Board member or a member of the library staff to function as secretary to the Board. This was seconded by Ms. Loberg. The motion passed.
- Ms. Kercher will be attending the Association for Library Services for Children (ALSC) conference in Denver, CO on September, 19-21, 2024.
- Ms. Bakken is currently developing a New Board Member Training Packet. The Board members will review and discussions will take place during a future meeting.
- Ms. Bakken will attend the NDSCS Block Party on August 25, 2024 from 3:30-7:00 pm.

Vice President Jeena Kompelien adjourned the meeting at 5:00 pm.

**The next meeting is scheduled for September 26, 2024 at 4:00 pm.

Submitted by
Deb Loberg
Leach Public Library Board Secretary