Leach Public Library Board Monthly Meeting

Thursday, July 28, 2022

4:00pm

**MEETING MINUTES**

Present: Deb Loberg, Barb Mohs, Judy Oren, Kelly McNary (on phone)

Absent: Jeanette Plummer

Also Present: Melissa Bakken

Newly appointed Library Board President Barb Mohs convened the meeting at 4:03pm.

New Member Judy Oren was sworn in for her 1st term ending in 2025. Kelly McNary was sworn in for his 2nd term as City Council Representative. Judy Oren was appointed Vice President and Deb Loberg was appointed Secretary.

Conflicts of Interest: none declared

Additions to the agenda: none

Friends of the Library:

T-Mobile Hometown Grant application was submitted in early July. The Friends of the Library meeting is scheduled for August 17, 2022 at 10am to make plans for Chocolate Day and Book Sale.

Physical Plant:

New dehumidifier was purchased to control humidity in the lower level at a cost of $329.00 from Wahpeton Ace Hardware.

Schmitty’s Plumbing and Heating tried to service the upper east wall mini-split unit, but a reverse valve is out and needs to be replaced. The unit is shut off until the part can come in or a decision is made to replace the machine. The tech also cleaned out the fins of the outer units.

Comstock Construction came by to look at the front steps before closing up the storage area underneath. Decision was made to repair steps before covering the walls.

Library Operations:

 June bill pay, and monthly stat reports were read.

Summer Reading ends July 29, 2022. Prizes will be drawn Monday August 1.

 Summer Lunch site closes August 12.

 August will bring 4 “back to school” programs for children and families throughout the month.

Old Business:

Liberty Business installed the new copier on July 7. Three service calls so far, but all is good now.

Digital Guru estimates September for delivery of the new computers. A total of 16 will be purchased, based on the approved “up to amount” of $20000, by the City Council.

No new information on whether the City has been awarded the Mainstreet Initiative grant for diagonal parking along 2nd Ave in front of the Library.

All policies have been updated now.

At this time, no news on the receipt of State Aid for Libraries has been learned. It is estimated that by the end of July, libraries will be notified on decisions.

New Business:

Story Stroll will be located at Kidder Recreation Area and the North Mini Park.

New Job Descriptions for the Library Director and Youth Services Librarian (formerly Children’s Librarian) were approved. Library Director Bakken will submit to City Finance Committee for approval. Work continues on the Adult Services Librarian and Library Clerk job descriptions.

Meeting adjourned at 4:33 pm

Respectfully submitted by Library Director Bakken in the absence of a Secretary at this meeting.