

Leach Public Library Board Monthly Meeting Minutes
Thursday, July 27, 2023
4:00 PM

Library Board President Barb Mohs called the meeting to order at 4:00 PM followed by the Pledge of Allegiance

Members Present: Barb Mohs, Judy Oren, and Simone Sandberg
Members Absent: Deb Loberg and Kelly McNary
Also Present: Melissa Bakken, Library Director

Oath of Office for New Board Member Simone Sandberg - deferred to August Meeting

Conflicts of Interest: None declared.

Additions to Agenda - None noted.

Approval of Minutes - **MOTION** by Oren, second by Sandberg, to approve the June 22, 2023 minutes. Motion carried unanimously.

Friends of the Library update - The next meeting of the Friends is scheduled for Wednesday, September 13, 2023 at 10:00 AM. The Agenda will include planning for Chocolate Day and Book Sale tentatively set for October 12, 2023.

Physical Plant -

Limestone ledge repair - a bid was received from Comstock Construction for the repair of the exterior limestone ledge repair for \$20,000.00. The bid was accepted by the City Council at the July 10, 2023 Council Meeting and was signed by Library Director Bakken on July 12, 2023. Work is expected to start in late August - early September.

Sewer back-up - Another sewer back-up occurred last week. Bernstein Plumbing was called and took care of it. They suggested having the sewer line cleaned out every year. Service Master was called to clean up the interior mess. Their charge was \$150.00.

Library Operations

Monthly Report - June 2023 Monthly User Reports were presented. Circulation is down for the month.

Monthly Bills - June 2023 Monthly Expenditures Reports were presented. There were no unusual bills. The amount spent for iPads has been reimbursed.

Library Programs - The Summer Reading Program concludes on July 28. To-date the total amount of time spent reading by everyone in the program totals five (5) years. Additional programs included: a surprise author visit by Abby Evans, former Wahpeton citizen and her book "Sister Pie" on July 18; Kite Flying; Wonderweavers Program; Small Art Show; and Traveling Lantern Program.

Old Business

-No news has been heard on State Aid from NDSL.

New Business

-Simone Sandberg has been appointed as a new Board Member to replace outgoing member Jeanette Plummer.

-Due to State Law changes, effective August 1, 2023, public notification of Library Board Meetings need to be given on both the Library website and the City website.

- The Pledge of Allegiance is to be recited at the beginning of each Library Board meeting. Participation is voluntary.
- The Library's current Security Camera Policy was distributed to the Board. Following review, **MOTION** by Oren, second by Sandberg, to approve the Security Camera Policy without any changes, as of July 27, 2023. Motion carried unanimously.
- The Library's current Collection Development Policy, with suggested updates, was distributed to the Board. Due to new legislative changes, revisions are required. Youth Service Director, Rachel Kercher, joined the meeting at 4:35 PM. She explained the revisions being proposed to the policy and how they relate to the legislative changes. Board members will review the proposed revisions and plan to discuss the policy at August's Board Meeting. Rachel left the meeting at 4:45 PM.
- Packets were handed out to each Board Member which included a listing of Board Members, each of their terms of service and date term expires; list of Library policies; and calendar.
- Staff member Nicole Bigwood will be terminating her employment in August and moving to Michigan.

Having completed the Agenda, President Mohs concluded the meeting at 4:50 PM.

Respectfully submitted,

Simone Sandberg, Acting Secretary

****The next regular meeting is set for Thursday, August 23, 2023 at 4:00 PM****