

Leach Public Library Board Monthly Meeting
Thursday, January 24, 2019
4:00 PM

MEETING MINUTES

Present:, Simone Sandberg and Patsy Stein

Also Present: Melissa Bakken, Library Director and Chris DeVries, City of Wahpeton Economic Development Director

Absent: Bill Bair, Brett Lambrecht, and Rikki Townsend

President Stein convened the meeting at 4:03 PM noting that a quorum was not present.

Conflicts of Interest - None declared.

Additions to Agenda - No changes.

Approval of Minutes - Deferred to February Meeting

Friends of the Library update - The eight new computer chairs for upstairs have arrived at a final cost of \$375.92. They are very sturdy and are working out well. The popcorn machine has been ordered but has not yet arrived. The premixed popcorn and oil blend for use in the machine has arrived.

Physical Plant - A quote has been requested from Three Rivers Decorating to replace the flooring and subflooring in the restroom as stool leakage is suspected. Aaron Stone has also been contacted regarding the subfloor replacement.

Library Operations

Monthly Report - Bakken gave the December 2018 Monthly User and Circulation Report. Circulation for the month was down from past years. Tumblebooks and Ancestry.com continue to have good usage. End of the year donations were up.

Monthly Bills - Bakken gave the December 2018 Monthly Expenditures Reports. The security camera invoice was paid this month. It came in as bid and included the hook up to the Police Department.

Library Programs - Bakken presented a report showing the attendance at programs in December 2018. Preschool STEM, Preschool Story Time, Christmas Family Program, and Outreach (Story Time in Day Cares) were well attended in December.

Old Business - A second draft of the Security Camera Policy was presented with revisions. It will be brought back to the Board at the February meeting.

New Business

Chris DeVries, City of Wahpeton Economic Development Director and 150th Anniversary Committee Chair, presented a request for the placement of a time capsule on Library property after the final celebration. It would be put in place in the spring of 2020 and be commemorated with a marker yet to be determined. The project will be brought to the Board for action at the February meeting.

President Stein concluded the meeting at 4:45 PM.

****The next regular meeting is set for Thursday, February 28, 2019 at 4:00 PM****