

Leach Public Library Board Monthly Meeting
Thursday, December 20, 2018
4:00 PM

MEETING MINUTES

Present: Bill Bair, Brett Lambrecht, Simone Sandberg, Patsy Stein, and Rikki Townsend
Also Present: Melissa Bakken, Library Director

President Stein called the meeting to order at 4:01 PM.

Conflicts of Interest - None declared.

Additions to Agenda - No changes.

Approval of Minutes - Motion by Lambrecht, second by Sandberg, to approve the November 15, 2018 minutes. Motion carried unanimously.

Friends of the Library update - 250 Library Tote Bags have been ordered for a total amount of \$1,453.32. The Patrons' Appreciation Day and Christmas Open House held at the Library on Wednesday, December 12, 2018 was well attended. The Friends supplied many treats that were served. New computer chairs for upstairs are still being researched.

Physical Plant - Minn-Kota Communications ran the wires for the new security cameras on Wednesday, December 12 and installed the cameras on Monday, December 17. The length of the recording loop is yet to be determined. The boiler is working well after the repairs were made.

Library Operations

Monthly Report - Bakken gave the November 2018 Monthly User and Circulation Report. The monthly "WIFI user" number remains on track with last year's number. Ebsco Host, Tumblebooks, and Ancestry.com continue to have good usage, with Gale also having usage during the month of November.

Monthly Bills - Bakken gave the November 2018 Monthly Expenditures Reports. There were no unusual expenditures.

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

Old Business - A draft of a Security Camera Policy was presented for review. It is a good start. Board members will review it and bring back revisions for January's meeting.

New Business

Board Member Bair will be out of the area for the next 3 meetings. We will try to have him join the meeting by speaker phone.

There being no further matters to come before the Board and the agenda being completed, President Stein adjourned the meeting at 4:47 PM.

The next regular meeting is set for Thursday, January 24, 2019 at 4:00 PM

A special thank you to Patsy Stein for the Christmas treats!