

Leach Public Library Board Monthly Meeting
Thursday, February 27, 2020
4:00 PM

MEETING MINUTES

Present: Kelly McNary, Barb Mohs, Simone Sandberg, and Rikki Townsend

Also Present: Melissa Bakken, Library Director; Rachel Kercher, Children's Librarian; and Judy Oren, Guest

Absent: Patsy Stein

Vice-President Townsend convened the meeting at 4:06 PM

Conflicts of Interest - None declared.

Additions to Agenda - None

Approval of Minutes - Motion by McNary, second by Mohs, to approve the January 23, 2020 minutes. Motion carried unanimously.

Friends of the Library update - The Friends are scheduled to meet on March 11, 2020. It will be an ASK meeting. One possible ASK item is a back-up generator.

Physical Plant -

Boiler issues - The condensate pump continues to cause issues. Until a new pump can be installed, Bigwood Electric was able to replace a part in the switch to make it work.

Break-in - The deadbolt to the office that was damaged has been replaced.

Biohazard Sharps Container - The container in the restroom has been replaced.

Lavatory - The faucet has been replaced and a battery operated smoke detector installed. Plans are being made for replacement of the flooring and an overall facelift to the bathroom.

Library Operations

Monthly Report - Bakken gave the January 2020 Monthly User Report. Circulation is up.

Monthly Bills - Bakken gave the January 2020 Monthly Expenditures Report. There were no unusual expenditures.

Library Programs - Bakken presented reports showing the attendance at programs in January 2020. Attendance was good at Preschool Storytime and Outreach Storytime.

Old Business

- Discussion continued on an alarm system on 3 entrances. More research will be done on this including other libraries of similar size.

New Business

- Judy Oren was present in regard to a proposed \$1,000 donation by Judy Benn for the Children's Library in memory of her mother Polly Benn Groneman. Rachel presented several options including Story Time Kits, Preschool STEM Kits, and Summer Reading Program Management Software. All of the options looked like great additions to the Children's Library Program. Judy Oren will put Rachel in direct contact with Judy Benn to work out particulars.
- The State Aid Report has been submitted. Once all of the reports have been submitted,

they will be returned to the City Auditor to certify the numbers reported.

Having completed the Agenda, Vice-President Townsend concluded the meeting at 4:45 PM.

****The next regular meeting is set for Thursday, March 26, 2020 at 4:00 PM****