

Leach Public Library Board Monthly Meeting
Thursday, June 25, 2020
4:00 PM

MEETING MINUTES

Present:, Barb Mohs, Simone Sandberg, and Rikki Townsend
Also Present: Melissa Bakken, Library Director
Absent: Patsy Stein and Kelly McNary

Vice- President Townsend convened the meeting at 4:09 PM

Conflicts of Interest - None declared.

Additions to Agenda - Review of COVID - 19 Grant application was added under new business

Approval of Minutes - Motion by Mohs, second by Sandberg, to approve the May 28, 2020 minutes. Motion carried unanimously.

Friends of the Library update - The Friends did not meet in May.

Physical Plant -

Lock - The lock for the children's playroom arrived and was installed yesterday.

Lions - The lions have not yet been placed out front.

Elevator - The elevator stopped working, but the repair was made yesterday and it is back in operation.

Bathroom Sink - A pipe under the bathroom sink rusted through creating a leak. Schmitt's Plumbing replaced the pipe today.

Library Operations

Monthly Report - Bakken gave the May 2020 Monthly User Report. Curbside service has kept materials in circulation, although circulation is down from the prior month. During the COVID situation, [ancestry.com](https://www.ancestry.com) is available from home rather than just at the library.

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

Library Programs - There have been no activities since March 18, 2020 due to the COVID -19.

Old Business

- Curbside service continues in addition to an in-library "by appointment only" option that started June 22.
- The Summer Lunch Program being run by the Park and Rec Office this summer seems to be doing well. The Library's Gazebo is a drop off point. Participants need to be on time, or better yet early, to receive a meal.
- Over 80 children have signed up for the Summer Reading Program via "Readsquared".
- A preschool storytime is offered daily on our Facebook live page and a lunch story program is offered daily at noon for school aged students online. A weekly craft session is also done online at 1pm on Mondays.

New Business

- Items from the Library to be included in the Time Capsule to be placed on the Library Lawn later this year were reviewed. They included a summary of historical events relating to the Library and informational brochures. It was suggested that a Library card be included as well.
- The COVID-19 Grant application was reviewed. The grant for PPE and approved cleaning and sanitizing supplies for up to \$2000 for PPE, supplies, etc purchased from April 1, 2020 is due by July 1, 2020 and will be awarded by July 31, 2020.
- Simone Sandberg was presented a Certificate of Recognition for completion of six years of service on the Library Board.
- It was noted that, Jeanette Plummer and Deb Loberg were sworn in on June 23 as new Library Board members with terms starting in July.

Having completed the Agenda, Vice-President Townsend concluded the meeting at 4:55 PM.