

Leach Public Library Board Monthly Meeting  
Thursday, July 26, 2018  
4:00 PM

**MEETING MINUTES**

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

Vice- President Stein called the meeting to order at 4:00 PM

**Conflicts of Interest** - None declared

**Additions to Agenda** - The election of Officers was moved to the beginning of the Agenda.

**Election of Officers** - Vice- President Stein called for Nominations for President. Lambrecht nominated Patsy Stein for President, after a proper call, Motion by Lambrecht, second by Sandberg that nominations cease and a unanimous ballot be cast for Patsy Stein for President. Motion carried unanimously.

President Stein called for Nominations for Vice-President. Sandberg nominated Rikki Townsend for Vice-President, after a proper call, Motion by Lambrecht, second by Sandberg that nominations cease and a unanimous ballot be cast for Rikki Townsend for Vice-President. Motion carried unanimously.

Bakken then administered the Oath of Office to Bill Bair as a new member of the Library Board. His term will run until 2021.

**Approval of Minutes** - Motion by Townsend, second by Bair, to approve the June 28, 2018 minutes. Motion carried unanimously.

**Friends of the Library update** - The Friends met on Wednesday , July 11 at 10 AM. This was an ASK meeting. Requests were made for a miniature popcorn maker and to find a way to enclose the North Dakota reference section to alleviate losses to the collection. Allen Hunt has been contacted for suggestions. Chocolate Day and Book Sale has been set for October 11 from 12:30 to 5:30 PM. The Friends checkbook balance is at \$8,246.91 which includes \$4,000 from the Agnes Kragness Trust for next year. Steve Bakken has built a base cabinet to raise the elevation of the DVD cabinet for easier access. The next Friends meeting is scheduled for August 29 at 10 AM.

**Physical Plant** - Three trees (2 in the yard and 1 on the boulevard) were lost due to the storm damage along Second Avenue on July 4.

Bids are being obtained from Minn-Kota Communications and Digital Guru for a security camera system for the Library. The placement of the cameras will be restricted/dictated by ND State Historical Society specifications.

**Library Operations**

**Monthly Report** - Bakken gave the Board members the June 2018 monthly report. Circulation was up for the month. Number of visitors and wireless use were up substantially.

**Monthly Bills** - Bakken gave the Board members the June 2018 monthly expenditures reports. There were no unusual expenditures. The KB & D Productions amount was reimbursed by the Friends.

**Library Programs** - Bakken presented a report showing the attendance at programs in June 2018. All of the summer programs have been well attended.

**Old Business**

- Notification has been received from Wahpeton Finance Director Darcie Huwe that the NDDOT Urban Grant Program application which involved slant parking on the west side of 4<sup>th</sup> St N between Second Avenue North and Dakota Avenue was denied.
- No bid has been received from Robinson Masonry on tuck pointing the inside brick work of the top stairway into the Library. It was suggested that John Novetzke would be another person to contact to have this work done.

**New Business**

- Diana Mohs has now moved on to her new job at Bell Bank. Applications were received and interviews held for the open position. Nicole Bigwood has been hired for the position. She will start August 1.
- A \$50 donation has been received from the family of Troy Yarbrough in his memory.

There being no further matters to come before the Board, a Motion was made by Lambrecht, seconded by Townsend to adjourn the meeting at 4:46 PM. Motion carried unanimously.

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