Leach Public Library Board Monthly Meeting

Thursday, August 27, 2020

4:00pm

MEETING MINUTES

Present:Rikki Townsend, Kelly McNary, Jeanette Plummer, Debroah Loberg, and Barb Mohs

Also Present: Melissa Bakken

President Rikki Townsend convened the meeting at 3:57 pm.

Conflicts of Interest: none declared

Additions to the agenda: none declared

Minutes of Previous Meeting were approved

Friends of the Library Update: Impromptu book sale will continue next week.

Bonnie MacIver will assist as needed.

Physical Plant:

Melissa discussed the possibility of a crack on both the east and west side of the building as wet spots were noticed on the inside walls. If cracks are there, they will to be repaired, or it might be that a seal needs to be replaced. Shelves were donated to the library by Melissa’s daughter.

Library Operations:

a) Monthly Report: July numbers showed an increase pertaining to the number of items checked

out. State is looking for login codes for database usage.

b) Monthly Bills –expenditure report for July 2020 was covered by Bakken.

Expenditures were labeled normal other than some periodical subscriptions and other annual subscription fees that were due.

c) Library Programs- Rachel continues to do “Story Time”on Facebook live once a week reading three stories per session.

Old Business:

Curbside service is still going very well. Approximately 20-40 patrons take advantage of this per day.

Committee needed by October 31, 2020, to work on Leach Public Library Strategic Plan.

Time Capsule is ready to be buried on the grounds of Leach Public Library. Chris DeVries will be contacted about where the capsule shall be buried.

New Business: a safe deposit box opened at Wells Fargo in the library’s name in 1988 is being further investigated by Darcie and Melissa to locate entity papers.