

Leach Public Library Board Monthly Meeting
Thursday, January 25, 2018
4:00 PM

MEETING MINUTES

Present: Simone Sandberg, Patsy Stein, Rikki Townsend
Also Present: Melissa Bakken
Absent: Brett Lambrecht and Judy Oren

Vice - President Stein called the meeting to order at 4:02 PM

Additions to Agenda - Review and update to By-Laws to be added under New Business

Approval of Minutes - Motion by Townsend, second by Stein, to approve the December 28, 2017 minutes. The motion passed unanimously.

Friends of the Library update - The new arm chairs for the lounge area in the adult library were delivered in early January. The total price was \$2,024.96. They are a nice upgrade to the area.

Physical Plant - The condensation pump on the boiler went out on January 17, 2018. Due to its age, parts are no longer available necessitating replacement of the entire pump. A new pump was installed January 18, 2018. No property damage occurred as a result of the pump failure. Since that time, heat has been interrupted several times due to a blocked sensor in the system. They are working on eliminating that issue.

Library Operations

Monthly Report - Bakken gave the Board members the December 2017 monthly report. Circulation decreased slightly for the month, although number are up from 2016. Computer Users, Wireless Users and Non-Resident New Readers Registered are up. Lynda.com will no longer be offered as of January 22, 2018 due to low usage for a savings of \$2,500/year. RB Digital is being added. This is similar to Library to Go without the wait times and is provided at no cost through the State Library.

Monthly Bills - Bakken gave the Board members the December 2017 monthly expenditures reports. There were no unusual expenditures. The December Servicemaster amount for \$867/month is the final billing as library staff took over cleaning responsibilities as of the first of the year.

Library Programs - Bakken presented a report showing the attendance at programs in December 2017. Story Time continues to be well attended along with Preschool Fun Day and After-school STEM. Rachel goes to day cares in the area on Fridays for the Outreach Story Time.

Old Business

Still waiting to hear back from Digital Guru on a compatible program and computer to replace the old XP PC for the Microfilm reader.

New Business

The Library had Mini-Golf on Monday, January 22. It was set up throughout the upstairs portion of the library. Attendance was low but plans are to offer it again and promote it more.

Bakken presented the Programming Policy to the Board for review. She will email it to the directors for further consideration at the February meeting.

A draft of By-laws that had been worked on previously were handed out for director review. Members will look them over for discussion at the February meeting. They will be divided into sections to be worked on over the upcoming months.

The Agenda having been completed, Stein adjourned the meeting at 5:03 P.M.

****The next meeting is set for Thursday, February 22 at 4:00 PM****