

Leach Public Library Board Monthly Meeting
Thursday, February 22, 2018
4:00 PM

MEETING MINUTES

Present: Brett Lambrecht, Judy Oren, Simone Sandberg, and Patsy Stein,
Also Present: Melissa Bakken, Library Director; Steve Dale, Mayor; and Kyle Rogahn, Engineer
Absent: Rikki Townsend

President Oren 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 Lambrecht, second by Stein, to approve the January 25, 2018 minutes. The motion passed unanimously.

Friends of the Library update - The Friends have not met. It was noted that a book sale is planned for the Friday of Blue Goose Days..

Physical Plant - The condensation pump on the boiler that was replaced cost \$2,504.75. The bill has been paid. Handling of the undermining of the steps in the front of the Library will be addresses at the March meeting.

Library Operations

Monthly Report - Bakken gave the Board members the January 2018 monthly report. Circulation is up slightly for the month. RB Digital is starting to be used.

Monthly Bills - Bakken gave the Board members the January 2018 monthly expenditures reports. There were no unusual expenditures. Cleaning by the library staff is working well. Approximately \$50.00/month is needed for cleaning supplies.

Library Programs - Bakken presented a report showing the attendance at programs in January 2018. Storytime continues to be well attended along with Pinterest Night. Outreach Storytime is particularly well received.

Old Business

The Microfilm computer has now been replaced with a new computer found by Digital Guru at a cost of \$650.00. The funds were donated by Don Nelson which were received in late 2017.

The Programming Policy and By-Laws will be worked on in the coming months.

New Business

The Library will not be receiving State Aid this year from the State Library. However, to remain consistent with the recording of the form, the State Aid application was submitted on February 8, 2018.

The Annual Public Library Report is due on March 31 to the State Library. Melissa and Rachel have created a Technology Plan and a Disaster Plan to submit with the report. These were presented to the Board for review.

Mayor Steve Dale and City Engineer Kyle Rogahn, presented a proposed project effecting the west side of 4th St N in Wahpeton . The project would include diagonal parking from 2nd

Avenue North to Dakota Avenue along the east side of the Library property. It involves the utilization of a portion of Library property for non-library purposes. It was brought to the attention of those present that at the time that O. A. Leach and Cora E. Leach donated funds to the City of Wahpeton for the purpose of erecting a public library they did so upon the condition that "the City acquire the absolute and fee simple title, free from liens and incumbrances, to a suitable and creditable site upon which to erect such Library; that such title shall provide for the perpetual use of such site for Public Library purposes." The City Council passed a resolution accepting the offer and stated that it would "guarantee that the use of the same shall be perpetual for Public Library Purposes." The property would therefore not be available for the encroachment intended. The matter will be revisited in March when the full Board is present.

There being no further matters to come before the Board, a Motion was made by Lambrecht, seconded by Stein to adjourn the meeting at 5:03 P.M. Motion carried.

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