

**Leach Public Library**  
**March 28, 2024**

Library Board President Barb Mohs called the meeting to order at 4:00 followed by the Pledge of Allegiance.

Members Present: Barb Mohs, Judy Oren, Simone Sandberg, Kelly McNary, and Deb Loberg  
Also Present: Melissa Bakken, Leach Public Library Director

Conflict of Interest: None declared.

Additions to the meeting: None.

Suggestions to correct the typographical errors to the February 22, 2024 Minutes were made. A movement to accept the corrections and minutes were made by Kelly McNary and seconded by Simone Sandberg. The motion carried.

**1. Friends of the Library** – A Celebration Planning Meeting was held by the FOTL on Wednesday, March 20, 2024. The 100<sup>th</sup> Anniversary Celebration will be held on April 8, 2024 from 1:00-4:00 pm. Planning and research continues. The State Librarian is planning to attend, but currently, has not notified the library when she will be arriving. Kevin Wallevand, television reporter, from WDAY has committed to being present from 11:00 am throughout the celebration. The Wahpeton Daily News will also be present.

**2. Physical Plant** – The work on the outside bollard lighting has been completed. Ms. Bakken contacted Don Wold and he reports that the City owns some LED light bulbs. The light bulbs had been removed from the Dakota Avenue lights. He thinks that the bulbs could be used inside the library. He has arranged for Scott's Electric to see if the bulbs will work in the library's main floor lighting fixtures. It would require disengaging the ballasts in the attic and then inserting a driver to make the bulbs work. Marc Hanson, Comstock Construction, took pictures of the needed plaster repair areas. He will provide the Board with a bid. Gast Construction has also been contacted regarding the plaster repairs but they have not replied as of yet.

**3. Library Operations** – The February Monthly and Expenditure Reports were reviewed. So far this year (2024) the circulation numbers are up from previous years. Circulation numbers decreased slightly from January to February. Ms. Bakken has purged 221 items this past month. There is only normal monthly expenditures. There is nothing unusual in the expenditures. Rachel Kercher is working on the Summer Reading Program. The Wahpeton Literacy Coalition has initiated the Wahpeton Reads Community Book Club. The Leach Public Library is one of the locations where participants can pick up books.

**4. Old Business** – Nielson Cabinetry has submitted their bid for the proposed cabinets and countertop to be located on the main floor of the library. The Board reviewed two proposals. The first proposal included higher grade cabinets for \$2250. The second proposal included stock cabinets for \$15754. A discussion ensued. Ms. Oren moved to accept the first proposal and Mr. McNary seconded it. The motion carried for the higher grade cabinets. There will be two choices for countertops. The installation will be a separate cost of \$350. The Schmeichal donations will be used to fund this project. The Disaster Plan updates were completed. Larger red stickers were placed on the emergency map exit locations. The Board agreed that these could be more easily read and interpreted. The power box on

the 3D printer is broken and we can get a replacement for \$300 from Lulzbot. A discussion followed if it would be wiser to buy a new 3D printer or take the risk that the replacement part would actually fix the printer. NDSCS no longer does electronics repair. No decision was made at this time.

**5. New Business** – The Library received a bid for a cabinet and countertop (as explained above). A new bid was received from Digital Guru for the technical remodel in the Storytime room. The Library has charged one dollar to borrow a book from the Interlibrary Loan Program. This fee has been in effect for a long time, possibly the 1970's. The Board had a discussion regarding if the Library should increase the fee, and if so, how much the fee should be. Ms. Loberg proposed increasing the fee to three dollars. Ms. Oren seconded the motion. The motion carried unanimously. Finally, the Library will be closed March 29 in honor of Good Friday.

\*The next meeting is scheduled for April 25, 2024 at 4:00 pm.

Respectfully submitted,  
Deb Loberg, Library Board Secretary