

Leach Public Library
November 30, 2023

Library Board President Barb Mohs called the meeting to order at 4:03 followed by the Pledge Allegiance.

Members Present: Barb Mohs, Judy Oren, Simone Sandberg, Deb Loberg, and Kelly McNary (via phone).

Also Present: Melissa Bakken, Leach Public Library Director

Conflict of Interest: None declared.

The minutes of October 26, 2023 were accepted as is. The motion was made by Simone Sandberg and seconded by Judy Oren. The motion passed.

1. Friends of the Library - The FOTL tallied the profits from the Chocolate, Chocolate Day. They made \$330.00 in membership fees, \$3030.01 from desserts and books, and \$410.00 in additional donations. The FOTL will hold a Holiday Open House on Wednesday, December 13, 2023 from 10:00 am-3:00 pm. Finally, the FOTL received a \$1000 grant from the Richland-Wilkin Community Foundation for the digitization project.

2. Physical Plant – The boiler was in good working condition when it was turned on during colder weather this fall. The Library only has one thermostat. Increasing the number of thermostats may be something that the Library Board will want to discuss in the future.

3. Library Operations – The October Monthly Report and the Expenditures Report were reviewed. Circulation numbers are on the increase. The \$20,000 limestone ledge sealing was paid. The FOTL reimbursed the Library for postage and containers for the Chocolate, Chocolate Day. Rachel Kercher was on vacation for two weeks, therefore, the children's programs were limited during that time. The children's Take & Make kits were all disseminated. They were enjoyed by the children.

4. Old Business – The Collection Development Policy was discussed and reviewed. Thank you to Simone Sandberg who edited the document. Other board members added their input. Judy Oren made a motion to accept the Collection Development Policy with Deb Loberg seconding the motion. All were in agreement to accept the proposed changes. The motion carried. The Library Board also discussed the age at which minors would be able to apply for library cards without parental approval. Our policy currently lists the age of 16 years. After debating 16 versus 18 years as the target age, the Library Board proposed the age of 16 years. The Policy will stay as is at 16 years.

5. New Business - The Leach Public Library was notified by the North Dakota State Library (NDSL) on November 13, 2023, that the Collection Development Policy is now due on December 1, 2023. The Library Board acted on the Policy. Please refer to the information above. The NDSL also requested that a State Survey needs to be completed by December 1, 2023. Melissa Bakken, Library Director, will complete and submit the survey by the date requested. Mrs. Bakken reported that there is a need for another staff person for Saturday coverage. An applicant with library experience has requested the position. Judy Oren motioned to accept his hiring and Deb Loberg seconded the motion. The motion to hire an additional Saturday employee passed unanimously. The Leach Public Library received a \$10,755.64 donation from the Schmeichel Estate Fund on November 20, 2023.

Barb Mohs adjourned the meeting at 4:37.

The next meeting is scheduled for December 28, 2023 at 4:00 pm.

Respectfully submitted,
Deb Loberg, Library Board Secretary

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