

Leach Public Library
September 26, 2024

Library Board Vice President, Jeena Kompelien, called the meeting to order at 3:54 pm followed by the Pledge of Allegiance.

Members Present: Jeena Kompelien, Simone Sandberg and Deb Loberg

Members Absent: Judy Oren and Kelly McNary

A motion to accept the August Minutes with one correction was made by Ms. Sandberg and seconded by Ms. Loberg.

1. Friends of the Library – The FOTL met on September 11, 2024. They set the date for the Chocolate, Chocolate Day and Book Sale for October 10, 2024 from 12:00 noon to 5:00 pm. Reminder postcards have been mailed. Thrivent Choice Dollars donated \$250.00 to cover supplies. The workers are scheduled.

2. Physical Plant –

- Comstock Construction has submitted a bid of \$81,068.00 plus permits or fees, for the plaster repair and painting on the main floor of the library. This is a reduction of \$4500.00 if the library moves the east wall shelving. Darcie Huwe recommended contacting an additional contractor for another bid. Forks Lath and Plaster from Grand Forks, ND is another potential contractor. Ms. Bakken has sent them a photo asking for a bid. She had yet to hear back from them at the time of this meeting. In discussion with Richland County officials it was learned that the inside dome of the Court House will be re-plastered in the near future by a company from Minneapolis. It is possible that the two projects could be combined. The Board will wait on this project until further information is gathered.

- There are two bids for replacing the bollard lighting along the sidewalks. Scott's Electric gave a bid of \$32,800.00. These would be LED lights that match the ones we already have. The light would shine up and around the fixture. The second bid was from Nordick Electric. These would be a column light that would only cast light downward. The base of these lights would be smaller in circumference from what we have now so the bolts from the previous lights would have to be cut off or become a hazard. The Board discussed the pros and cons. One concern is that people could potentially trip on the exposed bolts of the second option.

- Don Wald is looking into the front step replacement and repair of the brick walls by the steps. Bradco Restoration from Fergus Falls, MN may be able to do the job.

3. Library Operations –The August Monthly and Expenditure Reports were reviewed. Visits to the Library decreased in August, as one would expect with school starting. There were no unusual expenditures. Schmitt's Plumbing & Heating needed to do routine service work on the mini-splits. Rachel Kercher, Youth Services Director, has ordered many new items with her grant money. They are arriving at the library.

4. Old Business –

- The Space Needs Assessment is in progress. Ms. Bakken will need the Strategic Plan-Survey before completing this. Lauren Stara, Library Design Consultant, will help out with the assessment after the Library gets those basics completed.

- The Library's presence at the NDSCS Block Party received a good turn-out.

- The Library Board updated the Bylaws and they are now in the folder.
- Going Fine-Free is an ongoing discussion. The Library Board will need to vote on the topic.

5. New Business -

- The Veteran's Service Office has requested the use of the Leach Public Library's Activity Room. They would require the room one time per month for interaction with the Veterans of Richland County. Previously they had met in a room in the Court House, however with construction there they need another place to meet. The room in the Court House will be unavailable for a year. Ms. Bakken reports that the room is available for most of the Monday afternoons. The Veteran's Service Office has sent a Revocable License for use of the room if the Library Board agrees. The Board discussed this. Their only concern was the close proximity of the Children's Library. Ms. Bakken will speak to Mary Vetter, Veteran's Service Office to get more information.
- Ms. Bakken has asked the Library Board members to complete a SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats and bring your ideas to the next Board Meeting.
- The Strategic Plan Survey form was reviewed. The Survey will be available October 1-31, 2024. The Survey will be announced in the next City Utility bills. Patrons may complete the survey online, on Facebook, or it will also be available on Chocolate, Chocolate Day.
- The funds from the North Dakota Department of Public Instruction Grant have been used by Rachel Kercher, Youth Services Director. The items that were ordered are arriving along with their invoices.
- The New Board Member Training Packet is still in progress.
- The Search Warrant Guide was discussed. The 2019 North Dakota State Library copy was available. Ms. Sandberg will review and offer opinions for our next meeting.
- The Library Board discussed the date for the November Meeting. With the Thanksgiving holiday and key people being gone, the meeting will be scheduled for November 21, 2024 at 4:00.

6. Additions to the Meeting – Ms. Bakken referenced the North Dakota State Library Survey. The report includes the cost that different cities in North Dakota charge non-residents to obtain a Library Card. These costs ranged from \$10-50. The Wahpeton Leach Public Library will keep their cost to \$10 for non-residents of Richland County.

** The next meeting is scheduled for October 24, 2024 at 4:00 pm.

Submitted by
Deb Loberg
Leach Public Library Board Secretary