

Leach Public Library Board Meeting Minutes September 28, 2023

Library Board President, Barb Mohs, called the meeting to order at 3:59 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.

The minutes of the August 24, 2023 meeting were accepted as is. The motion was made by Judy Oren and seconded by Simone Sandberg.

1. **The Friends of the Library** – The Chocolate Day and Book Sale is set for October 12, 2023 from 12:00-5:00 pm. There is a sign-up sheet in the library for desserts and workers. Currently there is a need for desserts. They have adequate workers. This year they will also include some non-chocolate desserts. Workers will label nut free, gluten free, sugar free, etc. on the desserts. Melissa Bakken will appear on KBMW radio in order to promote the event. Workers will set up on Monday and Tuesday as the Library will be closed on Wednesday October 11th. Both Melissa Bakken and Rachel Kercher will be attending a library workshop on that date.(see below)
2. **Physical Plant** – Comstock Construction subcontractor, Robinson Masonry, began the work on the outside ledge of the library on September 12, 2023. They completed the job on September 14. Melissa Bakken will check to see if there is any more water seepage when it rains. As of now there does not appear to be any additional seepage. Nick Conzemius of Comstock Construction is getting a bid to repair the interior damage. The boiler was inspected on September 14, 2023. The boiler was deemed to be in good working order. Sewer line cleaning will be completed annually in order to prevent any blockage.
3. **Library Operations** – The August Monthly report was reviewed. Circulation is good. Circulation numbers include Libby check-outs on electronic devices. The Monthly Bills were also reviewed. Fall programming has started. Attendance for children's programs are a concern now that school has started. Also attendance has been lower since Central Elementary School has closed and the Elementary has moved farther away outside of walking distance. St. John's School and Daycare have not been attending like they used to. Staff continues to do outreach to local Day Cares. Outreach started on September 22nd. The Leach Reads Book Club began on September 20th.
4. **Old Business** – The Board will delay discussions on the Collection Policy until after Melissa Bakken and Rachel Kercher attend the North Dakota State Library workshop on October 11, 2023 in Fargo. The workshop will address how to interpret and comply with HB 1205.
5. **New Business** – As mentioned, Melissa Bakken and Rachel Kercher will be at a Library Policy Workshop in Fargo on October 1. The Library will be closed from 11:30-6:00 that day. There is an opportunity for a Historic Preservation grant. The application is due on October 31, 2023. If obtained the money could be used to fund the Library's interior water damage work. However, we are still waiting for a bid before proceeding to the grant.

Barb Mohs adjourned the meeting at 4:29.

Respectfully submitted,
Deb Loberg. Board Secretary

* The next meeting will be Thursday, October 26, 2023 at 4:00 pm.