Leach Public Library
July 24, 2025

Judy Oren, Library Board President, called the meeting to order at 3:53.

Members Present: Judy Oren, Simone Sandberg, and Deb Loberg
Member Absent: Jeena Kompelien
Also Present: Melissa Bakken, Leach Public Library Director

Conflict of Interest: None declared
Additions to the Agenda: Letter regarding Schmeichel Fund

A motion to accept the June 2025 minutes was made by Ms. Sandberg and seconded by Ms. Loberg. The motion passed.

1. Friends of the Library (FOTL) – The next meeting for the FOTL is September 10, 2025 at 10:00 am. The meeting will focus on planning for October's Chocolate, Chocolate Day event. A donation of $2000 from the Gertrude Strege estate was given on July 21, 2025. Half of this money will be designated for the digitization project and half going to other projects.

2. Physical Plant – On a rainy day a City Street Worker was utilized to clean the library. She vacuumed, dusted and straightened shelves. She was busy the entire time she was at the library.

3. Library Operations –

· The June Monthly and Expenditure Reports were reviewed. Circulation numbers were up for July. There were 5827 total check outs. In addition, 58 new readers registered for library cards. There were no outstanding expenditures.

· The Summer Reading Program numbers remain strong. The program ends on July 25, 2025. Prizes will be drawn during the next week.

4. Old Business -

· The Fine-Free discussion will be tabled until the Library Board has full attendance.

· The three computers (2 circulation and 1 desktop) will be replaced in August after the Summer Reading program is finished. This is per Ms. Bakken's request.

· Ms. Bakken and Ms. Kercher have signed up for the North Dakota Library Association conference to be held in early October.

· Ms. Bakken has returned from her vacation. There were no issues at the library when she was gone.

· The Library Board has reviewed the Volunteer Policy. Volunteers over 12 years of age are eligible to participate. This program will start next summer.

5. New Business -

· Ms. Bakken shared her staffing concerns with the Library Board. An employee who is currently working 10 hours per week due to medical issues will need to be on medical leave for three weeks. Mr. Bartels will be able to pick up her hours. There was a discussion regarding the possible need for an additional prn staff member.

· As stated above, the Library received a donation of $2000 from the Gertrude Strege Estate on July 21, 2025.

· Ms. Bakken received a letter from the Kressin Law Firm regarding the Schmeichel estate. They will be closing their management of the estate and transferring control of the Estate to Heartland Trust Company of Wahpeton.
· As of July 21, 2025, no one from the City Council has been appointed to the Library Board. Mayor Lambrecht stated that he might be interested in volunteering for the position.
· The Annual Review for Ms. Bakken was presented by the Library Board. She received a very favorable review. Ms. Bakken has established a good rapport with Leach Public Library Board. She facilitates meetings, is very organized, and communicates well. She is quiet leader of strength. Ms. Bakken is truly an asset to the Library. The Board appreciates her dedication to the library and community.

Ms. Oren adjourned the meeting at 4:52 pm.

* The next meeting is scheduled for Thursday, August 28, 2025 at 4:00 pm.