Leach Public Library
June 26, 2025

Judy Oren, Library Board President, called the meeting to order at 4:01.

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

Conflict of Interest: None
Additions to the Agenda: 1) State Aid, 2) Youth Volunteers

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

1. Friends of the Library (FOTL)– There was a good turnout for the May, 2025 book sale. The sale brought in $501. This money will be used for the ongoing digital newspaper project. The next meeting for the FOTL is in September (date unlisted, but usually the second Wednesday of the month). At this meeting the Friends will plan the October Chocolate, Chocolate Day event.

2. Physical Plant - Ms. Bakken needed to purchase a new humidifier for the lower level. The previous humidifier quit after three years of nonstop running over the summer months.

3. Library Operations -

- The May Monthly and Expenditure Reports were reviewed. There were 38 new readers registered for library cards. Circulation numbers continue to remain high. There was a donation from the Kragness Trust Fund for $4000 and from the Richland County Grant for $10,000. There were no unusual expenditures.
- The Summer Reading Program has had great attendance with 170 participants. The Mixed Nuts program on June 25, 20225 had approximately 44 children and 19 adults in attendance.
- The Lunch Program is attracting from 20-50 children per day.

4. Old Business -

- The Going Fine-Free discussion was tabled for next month when the Board has full membership.
- The three new computers (2 circulation and 1 desktop) will be replaced in August after the Summer Reading Program is finished. This will allow staff to focus more on the children this summer.

5. New Business -

- Ms. Bakken submitted the budget worksheets to City Hall on the due date of June 27, 2025. There is a possibility that the Richland County Grant for the Leach Library will be lost due to the new North Dakota Property Tax regulations. The Library will wait and see the outcome.
- The North Dakota Library Association Annual Conference will be held in Grand Forks, ND on October 1-3, 2025. This will be a Tri-Conference event which includes, North Dakota, South Dakota and the Mountain Plains Library Association. The Early Bird registration ends on June 30, 2025. Both Ms. Bakken and Ms. Kercher would like to attend. Registration fees are $185 for the 3-day conference. Motel rooms are around $99 per night (2nights). Funds are available in the Schools/Training budget line for these expenses. The Board members agreed that is important for both staff to attend. The Board discussed having limited library hours during these three days. Wednesday and Thursday the

Library would be open from 1:00 to 6:00 pm and Friday from 1:00 to 4:00 pm. October tends to be quieter month as school children are back at school. Information about the shorter days will be publicized. Mr. Bartels will be able to increase his hours to help cover staffing.

- Staffing concerns regarding an ill employee were discussed. The employee would like to decrease her hours by one day. All efforts are being made to accommodate her needs. Mr. Bartels will be able to increase his hours to help cover staffing.
- Ms. Bakken is on vacation on July 7-18, 2025. She will stop in on July 17th to complete tasks for City Hall. Staff scheduling has been arranged to cover her absence.
- The Board met to discuss Ms. Bakken's Annual Review. Comments will be typed and presented at the next meeting.
- Mr. McNary's last scheduled meeting with the Library Board is today. The Mayor will appoint a new City Representative for the Library Board.
- The Library received State Aid in the amount of $9218.12.
- Ms. Kompelien introduced the idea of having student volunteers assist in the Library. The Volunteer Policy states that student volunteers must be 12 years of age. This could be another avenue for high school students to get their volunteer hours. No final decisions were made.

Ms. Oren adjourned the meeting at 4:52.

The next meeting is scheduled for July 24, 2025 at 4:00 pm.