Leach Public Library Meeting Minutes
Thursday, May 28, 2026

Judy Oren, Library Board President, called the meeting to order at 4:00 pm. The Pledge of Allegiance was recited.

Members Present: Judy Oren, Brett Lambrecht, Simone Sandberg, Jeena Kompelien, and Deb Loberg
Members Absent: None
Also Present: Melissa Bakken, Leach Public Library Director

Conflicts of Interest: None declared.
Additions to the Agenda: Physical Plant – Gazebo stringers

A motion to accept the April 23, 2026 minutes was made by Ms. Sandberg and seconded by Ms. Loberg. The motion passed.

1. **Friends of the Library**
   - The next FOTL Meeting is scheduled for May 10, 2026 at 10:00 am.
   - The Spring Book Sale is being held today, May 28, 2026 from 10:00 am-5:00 pm. There has been a steady stream of patrons at the sale.
   - The next Chocolate, Chocolate Day is scheduled for October 9, 2026.

2. **Physical Plant**
   - Gast Construction has completed the ceiling replacement in the Community Room.
   - The Community Room lights need re-wiring. Don Wall will complete this project.
   - The LED light fixture in the bathroom stopped working. Mueller Electric replaced it.
   - Comstock Construction's bid came in at $91,548.00 for the front step repair/replacement. The Board discussed and decided to get additional bids. The stair reconstruction will be placed into the 2027-2030 Capital Improvement Plan.
   - There are gazebo stringers that need to be replaced. The gazebo tracks are in good shape.

3. **Library Operations**
   - The April Monthly and Expenditure Reports were reviewed and showed an average month. The Library was awarded a disbursement of $6000.00 for spring land rent from the Schmeichel Fund.
   - The Pokemon program is a hit with grade school and middle school-age students.
   - Ms. Kercher went to the Elementary School at the end of April, 2026 and explained the Summer Reading Program. Over 600 students attended. The program will start on June 1, 2026.
   - Leach Reads wrapped up on May 13, 2026 for the season.
   - The lunch program will begin on June 1, 2026. The Library will be a lunch site.

4. **Old Business**
   - The Board discussed some of the wording in the Circulation Policy. The suggested change "a fee equal to the current postal rates will be charged" will be made in the Inter-Library Loans section. Also the issue of NDSCS students obtaining library cards was discussed. Ms. Bakken will check with Valley City Library to see how they handle student cards. Ms. Bakken will email the Board the Circulation Policy for its final approval.

- The Wells Fargo Safe Deposit Box issue is ongoing. The Board will address this again at a later date.

5. New Business

- The Library currently utilizes Vestis for rug, soap and paper products. Ms. Bakken recently received a quote from Cintas that would save approximately $43/month. Since last month she has discovered bad reviews concerning service and adjustments. The recommendation was made that we try handling these services ourselves.
- The Library has received applications for the open (13-15 hour) position. Ms. Bakken and Ms. Kercher interviewed several good candidates. Applications will be accepted through June 12, 2026.
- The Board continued its review of the Library Policies:

1. Volunteer Policy and the Unattended and Vulnerable Patron Policy – Ms. Sandberg moved to accept these policies. Ms. Kompelien seconded the motion. The motion passed.
2. Library Equipment Policy, Emergency Policy, and Circulation Policy – These had minor changes. Ms. Bakken will correct and send these to the Board for final approval.

Ms. Oren adjourned the meeting at 5:10 pm.

The next meeting is scheduled for Thursday, June 25, 2026 at 4:00 pm.