Leach Public Library Board of Directors
November 20, 2025

Judy Oren, Library Board President, called the meeting to order at 4:01 p.m. The Pledge of Allegiance was recited.

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

Conflicts of Interest: None
Additions to the Agenda: None

A motion was made by Lambrecht, seconded by Sandberg to approve the minutes. Motion carried.

1. The Friends of the Library (FOTL) – The Friends met at 10:45 a.m. on Wednesday, November 19, 2025 for a Chocolate Day wrap-up. Nearly $1,700.00 was raised from book sales toward the digitization project. That money, along with donations collected, is enough to fund digitization of newspapers from 1989 through 1997.

2. Physical Plant

- The boiler was filled last Monday with the planned startup as next Monday. The mini-splits have been used for heating so far this fall.
- The start date for the repairing, plastering, and painting of the interior of the library remains as December 1, 2025. Fergus Drywall/Comstock will be completing the project.
- All moveable outdoor items have been moved to their winter locations.
- Ballasts in some outdoor lights have not been working. Muehler Electric was called to do the repairs. They ended up doing some updating.

3. Library Operations

- The October Monthly and Expenditure Reports were reviewed. There were no unusual expenses. There may be a credit coming on the Canad Inn charge as tax was charged which should not have been. A charge for aprons is shown. This, along with the Daily News ad, was reimbursed by the Friends.
- Discarding continues of books that had not been checked out for a considerable time, were multiple copies, or were in poor condition. Circulation is up compared to prior years. Fees are higher due to lots of copies being made for patrons.
- Fall programming continues with about 30 kids in attendance for the Haunted Library. Both adult and teen programs have been well attended.
- There is an Introduction to Glowforge program tonight.

4. Old Business

- The Going Fine Free discussion was tabled until the Library Board has full attendance.
- The three replacement computers (two circulation and one desktop) were installed on Wednesday, October 29, 2025.
- The Library Board will keep the Volunteer Policy on the agenda until it is implemented during the summer of 2026.

- The repair and upgrading of the Lovdokken corner benches has been completed. Bakken has written them a thank you card for their donation.
- Work will continue on the Glowforge Policy.

5. New Business

- Due to the closing of Baker & Taylor, the Library's long time book distributor, Ingram Books, will now be Leach Public Library's (LPL) book retailer.
- Through the joint efforts of the Wahpeton Street Crew (moving the front desk), Muehler Electric (moving outlets, replacing a bad outlet, and drilling holes for wiring), and Minn Kota Communications (moving wiring) the front desk was moved on October 30 to comply with American Disabilities Act (ADA) criteria.

Oren adjourned the meeting at 4:25 p.m.

The next Board meeting will be Thursday, December 18, 2025. The change in date is due to the Christmas Holiday.