Leach Public Library
Thursday, March 26, 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, Simone Sandberg, Jeena Kompelien, Brett Lambrecht, and Deb Loberg
Members Absent: None
Also Present: Melissa Bakken Leach Public Library Director, and Rachel Kercher (for a portion of the meeting).

Conflict of Interest: None declared.
Additions to the Agenda: Comstock billing and employee status.

A motion to approve the February 2026 minutes was made by Ms. Sandberg and seconded by Mayor Lambrecht. The motion passed.

1. Friends of the Library (FOTL) – The next meeting for the FOTL is scheduled for May 13, 2026, at 10:00 am. They are planning a Spring Book Sale for the end of May 2026

2. Physical Plant -

- The west bollard light on the north sidewalk was changed but still does not work. Someone will fix it when the weather permits.
- The ceiling in the Story Time room has started sagging. Don Wald reinforced the ceiling until contractors can fix it. The joists are good. The plaster came away from the lath. Ms. Bakken received three estimates to fix it (Comstock, Zach and Gast). Gast was the lowest bid. The deadline for completion of the project is before Memorial Day.
- The elevator went down on Friday, March 13, 2026. Dakota Elevator was called and repaired on Saturday, March 14, 2026. New batteries at all landing points, plus two backup emergency batteries for electric outages, were replaced on Tuesday, March 17, 2026. Batteries were $40 each for a total bill of $696.83.
- The repair and replacement of the front steps is on hold for now. Ms. Bakken will consult with Public Works to obtain bids.
- The sidewalk is sinking on the east side of the approach to the front of the library. Staff will monitor it to see if it resolves itself.
- The bill for $48,550, which was approved last April 2025, to restore the plaster, has been received from Comstock Construction. The Board discussed coding the bill under the Schmeichel Fund or the building maintenance fund. Ms. Sandberg moved to use the Schmeichel Fund. Ms. Kompelien seconded the motion. The motion passed.

3. Library Operations -

- The February Monthly and Expenditure Reports were reviewed and showed an average month. Libby use remains strong. Bookflix (children) is also widely used. There were no unusual expenses.
- The Pokemon Club was a hit! The D & D group met for the first time on March 21, 2026.

4. Old Business -

- The Board continued its discussion on Going Fine Free. Currently, patrons are charged a $3 late fee for books that are over six weeks late. If books are lost or damaged there is a replacement fee for the book. If this is not paid the patron is unable to check out more books. Also, patrons are locked out of Libby. Ms. Sandberg proposed that there should still be a fee for lost and damaged books. If books are just late there will not be a late fine. Texts will be sent to the patron to remind them of their due date for their books. The Fine Free concept will be introduced during National Library week on April 23, 2026. Ms Sandberg made the motion to go Fine Free. Ms. Kompelien seconded the motion. The motion passed. Going Fine Free will start for children when the Summer Reading Program begins.
- Signage for the adult section was received and placed.
- The State Library is offering grants for purchasing nonfiction books in math and science. A grant proposal for $1000 was submitted to update our adult nonfiction area.

6. New Business -

- Ms. Bakken shared the Leach Public Library 2025 Annual Report. A motion was made by Ms. Sandberg to accept the Annual Report, Ms. Kompelien seconded. The motion passed. Ms. Bakken asked for volunteers to present the report to the City Council. There were no volunteers at the end of the meeting.
- The Board began its Policy and Procedures review. This must be conducted every three years. Community Display and Distribution of Materials, Diversity, Internet & Computer Access, Patron Confidentiality, Programming, Security Camera, Social Media Policies were accepted as is. Collection Development, Community Spaces, Emergency, Patron Conduct, Unattended/Vulnerable Patrons, and Volunteer Policies needed some corrections before action can be taken on approval.
- The library's safe deposit box at Well Fargo Bank was last accessed in 1989. Ms. Bakken's name is not included among those who can access the box. Ms. Bakken will work with Ms. Huwe to determine the best route to accessing the box.
- The newest AWE computer screen was broken. It is not known how this occurred. There is a $2000 insurance deductible. A new computer will cost $2000 to purchase. The Board discussed it and Ms. Sandberg made a motion to purchase a new computer with the children's fund. The motion was seconded by Jeena. The motion passed.
- Ms. Sandberg will review and revise the Bylaws.
- The library needs to practice a fire drill. This will be scheduled.
- A Library employee will be resigning at the end of 2026, and perhaps, earlier. Mr. Bartels will be able to pick up her hours.

Ms. Oren adjourned the meeting at 5:23.

The next meeting is scheduled for Thursday, April 23, 2026, at 4:00 pm.