Leach Public Library
May 22, 2025

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, and Jeena Kompelien
Members Absent: Deb Loberg and Kelly McNary
Also Present: Melissa Bakken, Leach Public Library Director

Conflict of Interest: None
Additions to the Agenda: None

A motion to accept the April 2025 minutes with a few grammatical corrections was made by Ms. Sandberg and seconded by Ms. Kompelien. The motion passed.

1. **Friends of the Library-** The FOTL met on May 14, 2025. The Spring Book Sale is set for May 29, 2025 from 10:00-5:00. Workers are scheduled and the sale will be set up in the basement of the library.

2. **Physical Plant-** The City Public Works Department placed two feet of crushed concrete along the north side of 1st Street North (southeast part of the library property). This will keep large trucks from driving on the library lawn during muddy weather.

3. **Library Operations-**
    - The April Monthly and Expenditure Reports were reviewed. There was a higher than average amount of discarded books, most due to the poor condition of the books.
    - During the week of May 5th, the high school English classes and St. John's School visited. A few new cards were added from these visits, although the number was less than last year.

4. **Old Business-**
    - Ms. Bakken and the Board discussed going fine free. The monthly fines for April totaled $26.00. If deciding to go fine free, patrons are still billed a replacement cost after the book has been out for seven weeks. Also, they may be locked from further check outs. Once the book is returned, the bill is erased and the card unlocked. The Board will vote when more members are present.
    - Three new computers have been ordered totaling $3333.93. Two computers are for circulation and one is a desktop. The desktop will have a webcam and all three will have a perpetual Microsoft package. Microsoft Publisher has been replaced with Designer.

5. **New Business-**

- Capital Improvement worksheets have been submitted to City Hall for 2026-2030. Projects include front step replacement, landscape rehab (possibly 2026), water to the main floor (drain needs repairs), and window repair or replacement.
- Ms. Sandberg presented The Annual Report of the Library to the City Council May 19, 2025. The report is typically due by June 1 of each year. Figures were taken from the Public Library Survey Report and records kept by the library.
- Budget preparations for 2026 are in progress. Ms. Bakken will monitor how the new Property Tax Bill will affect the budget.

Ms. Oren adjourned the meeting at 4:44 pm.

The next meeting is scheduled for June 26, 2025 at 4:00 pm.