Leach Public Library
September 25, 2025

Judy Oren, Library Board President, called the meeting to order at 3:55 pm. The Pledge of Allegiance was recited.

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

Conflict of Interest: None
Additions to the Agenda: None

A motion to accept the August 2025 minutes was made by Ms. Sandberg and seconded by Mr. Lambrecht. The motion passed.

1. **Friends of the Library-** Chocolate Day Event is set for Thursday, October 9th from 12:00-5:00 pm. This is just before the Fall Festival so hopefully there will be a good turnout.

2. **Physical Plant-** Schmitty's was contacted for annual service and cleaning of six AC units last week.

3. **Library Operations-**
    - The August Monthly and Expenditure Reports were reviewed and showed an average month. There was an annual $300 Malkasian donation. Libby use remains strong. Ms. Kercher decided not to renew Comics+.
    - Fall programming began on September 2nd. The program calendar is on the website. Numbers have been good.

4. **Old Business-**
    - Ms. Bakken again talked about going fine free. 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 continue to discuss and vote when more members are present.
    - Three computers will be replaced in October per Ms. Bakken's request.
    - Volunteer policy- keep on the agenda until ready to implement next summer.
    - New city representative is Mayor Brett Lambrecht.
    - The library was denied a software discount from Microsoft. Ms. Sandberg recommended getting funding from the Friends of the Library.
    - The library will have limited hours on October 1, 2, & 3 due to librarians attending NDLA/SDLA/MPLA Tri-conference.
    - Fall hours began on September 2nd which includes 10:00-2:00 on Saturdays.

5. New Business-

- Ms. Bakken had a request from the Lovdokken family to replace the boards on the outdoor corner bench/benches. Ms. Bakken will stay in contact with the family to see how many benches they want to update and what they want the engraving plate to say.
- The Equipment Policy needs to be updated to include the Glowforge (laser engraver). The policy should include the Glowforge being monitored and specify what materials can be used. Ms. Kercher is teaching a Glowforge Class in November.
- Friends of the Library approved the ASK of the Microsoft software, which will be approximately $300 per year.
- The annual Richland County grant of $10,000 has been approved by the county. It will be added back into the library budget.
- The circulation desk needs to move out 10 inches to meet ADA compliance. Therefore, the floor outlet needs to be relocated. Ms. Bakken contacted Mueller Electric and received a bid of $500 to move the outlet.

Ms. Oren adjourned the meeting at 4:26 pm.

The next board meeting is scheduled on Thursday, October 23rd, 2025 at 4:00 pm.