

Minutes from May 31, 2016 East Grand Forks Campbell Library Board meeting

Present: Therese Tiedeman, Karl Ohrn, Sharon Budge, Jeff Westrem, Jennifer LeMire, Henry Tweten and Charlotte Helgeson

- I. J. Westrem made a motion to approve the April 26, 2016 regular meeting minutes. A second was made by S. Budge. Passed unanimously.
- II. A motion to pay the bills was made by S. Budge with a second by H. Tweten. Passed unanimously.
- VI. Old Business
 - A. The Friends of the Library have made a donation to refurbish the Young Adult Section. The area will be more appealing to teens than adults. The workroom rearrangement has been postponed until the YA section is completed.
 - B. There are 50 children registered for the Summer Reading Program to date. The program begins June 8.
 - C. Carpet bids are being worked on with a tentative installation time in August.
- VII. New Business
 - A. Treasure Omdahl submitted information about Little Free Libraries to be considered. After reviewing the information and speaking to City offices, Charlotte would suggest that the Library put together guidelines with city contacts for residents that might be interested. A motion to create a handout about Little Free Libraries was made by J. LeMire with a second by K. Ohrn. Passed unanimously.
 - B. After discussing Library attendance, J. LeMire made a motion to open the Library at 9 a.m. through the summer. A second was made by S. Budge. Passed unanimously. Opening will be reviewed in August.
 - C. With the Passport Acceptance Program, two staff members would be trained and half of one day each week would be designated for that activity. The acceptance fee would be retained by the Library. S. Budge made a motion for the Library to have train and start a Passport Acceptance Program. K. Ohrn seconded the motion and it was passed unanimously.
 - D. The City Hall Intern, Alex Albert, polished the Emergency Preparedness Policy draft. S. Budge made a motion to accept the Policy as written with a second by J. Westrem. Passed unanimously.
 - E. A. Albert worked on an initial draft of a Library Strategic Plan. The Board will review a portion of the draft over the next 6 months while creating a budget for 2017. The goal will be to complete the Strategic Plan by Jan. 1, 2016.
 - F. Charlotte reviewed a staff wish list for the 2017 budget. The first draft budget will be reviewed at the June Board meeting.

The next meeting will be held at Seasons at 7 a.m. on Tuesday, June 28, 2016.