

Board of the East Grand Forks Campbell Library
Minutes from June 24, 2014 meeting

Present: Judi Loer, Pat Jacklitch, Kay Buckalew, Gary Christianson, Henry Tweten, Anne Temte and Charlotte Helgeson

- I. Motion to accept minutes by Jacklitch with a second by Loer. Passed.
- II. Motion to pay bills was made by Tweten with a second by Temte. Passed.
- III. Old Business
 - A. The roof investigation concluded our frozen beams were due to internal air leaking into the bulkheads, rising to the roof cavity and freezing. When the sun warms the roof, the beams melt and drip into the library. The fix is to seal the top and bottom of the beams and other areas where air is getting to the beams. A written report will be provided by Proski Engineering. They will also provide names of contractors able to do the work, a description of work needed to be done and a valuation of previous work completed.
 - B. The front door handicap button and operator has been replaced approximate cost \$1,800. Two companies are working on bids for a 2-3 year carpet replacement. PS Doors has submitted a bid for a new staff door for \$1,539. The sprinkler board was replaced for \$307.81 during annual maintenance. Public Works is mowing and weed whacking the lawn. Next year, the library will be included in the contract lawn work for the downtown area. Temte discussed the need to lay down a weed barrier and rid the garden of overgrown weeds and grass. She suggested a volunteer work group. Charlotte will work with Rita on this project.
 - C. There are names tags to identify Board Members available on the reservation shelf for members attending events.
 - D. Xcel gave \$370.44 to purchase a Chromebox for the public.
 - E. OCLC reclamation work is completed and is now being finalized by staff. This process was done under the annual contract with OCLC.
- IV. New Business
 - A. Supervision of students has been intensified due to suspicious adults in the area of activity dismissals.
 - B. The PALS contract is due July 1 and has increased from \$6000-\$6200. They gave notice that they may not be offering support next year.
 - C. Candice Homstad, Experience Works, had her last day at work on June 19. Yeisa Frederickson, Library Technician will have her last day July 16. Lauren Martinez, Library Aide, will be leaving for a 3-month internship August 25. Cody Rasmussen has been hired for 16 hours a week as a Library Aide.
 - D. The Library reviewed the first preliminary 2015 budget. Tweten mentioned the increase in property value in the city and the Board wanted to review staffing for changes in the future. Replacing boilers is included in Building Maintenance. The part-time staff has a tentative 2% raise. The preliminary budget will be voted on at the July meeting.

The next meeting will be Tuesday, July 29 at 7 a.m. in the Library meeting room.