

## Fergus Falls Public Library Board Meeting Minutes

01/08/24, 5:00 p.m.

**Present:** Sharon Hintgen, President, Matt Lape, Vice President, Amber Leopold, Secretary, Sarah Thacker, member at large

**Absent:** Pete Wasberg **Quorum present:** Yes

**Library Staff/Guests Present:** Gail Hedstrom, Library Director, Beth Achter, Friends of the Library representative, Nancy Olson, Viking Library System Board Member

**Call to order:** Sharon called the meeting to order at 5:02 pm.

**Approve Agenda:** Agenda reviewed and approved.

**Secretary Report:** Secretary's report reviewed and approved to file.

**Financial Report:** Gail presented the income and expenses for December 2023. Reviewed and approved to file for audit. Matt made a motion, and Amber seconded the motion, to have a member of the City finance office visit a FFPL board meeting this year. Gail will arrange the visit with the finance office.

**Director's Report:** Gail presented key points from her monthly report.

- All of the policies the board approved have also been approved by the City Council.
- Work continues on changing spine labels and collection codes in a number of sections.
- The library is participating in the FFHS Work-Based Learning program and has an Intern working with the library. Arielle works most directly with the student.

**Legislative update:** None

**Events Calendar:** Available on circulation desk.

**Art Committee Report:** No report. Next meeting to be scheduled.

**FFPL Foundation Liaison Report:** Update on Lowe collection labels.

**Friends of the FFPL:** Four new members have joined Friends of the FFPL. Planning is underway for the the annual meeting to be held in April 2024.

**Viking Library Board Report:** The amended budget was reviewed. Nominations were made for 2024 board officers. Discussion was held on pay scale, ranges, and steps.

**Unfinished Business:** None

**New Business:**

- Election of officers: Matt Lape, President, Sarah Thacker, Vice President, Amber Leopold, Secretary. Unanimous vote. Motion carried.
- Oath of Office
- Conflict of Interest 2024-First reading.
- Breast Feeding Policy-Reviewed and filed. No motion needed.
- Access, Borrowing, Circulation Policy-First reading

**Meeting Adjourned:** 6:05p.m.

**Next Meeting:** February 12, 2024, 5:00 p.m.

Respectfully Submitted,

Amber Leopold, Secretary