

## Fergus Falls Public Library Board Meeting Minutes

02/12/24, 5:00 p.m.

**Present:** Matt Lape, President, Sarah Thacker, Vice President, Amber Leopold, Secretary, Sharon Hingten, Pete Wasberg members at large

**Absent:** No one **Quorum present:** Yes

**Library Staff/Guests Present:** Gail Hedstrom, Library Director, Jan Urtel, Friends of the Library representative

**Call to order:** Matt 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 January 2024. Sharon made a motion, and Amber seconded the motion, to file for audit.

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

- Building connections with Otter Tail County Jail.
- Summer reading tutors: Hiring five tutors to provide 76 children with free reading tutoring.

**Legislative update:** Legislative day at the Capitol February 26..

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

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

**FFPL Foundation Liaison Report:** 50 thank-you notes to be written. Sharon will remain the Foundation Liaison for now.

**Friends of the FFPL:** Making plans to highlight membership and volunteer opportunities on social media.

**Viking Library Board Report:** No report.

**Unfinished Business:** Access, Borrowing, Circulation Policy-First reading in new format.

**New Business:**

- Emergency Plan: First Reading. Intercom/fire alarm considerations.
- Reading from the Trustee Handbook, Pages 42-44 (together)

**Meeting Adjourned:** 5:59 p.m.

**Next Meeting:** March 11, 2024, 5:00 p.m

Respectfully Submitted,

Amber Leopold, Secretary