

Fergus Falls Public Library Board Meeting Minutes

07/08/2024, 5:00 p.m.

Present: President: Matt Lape, Vice President: Sarah Thacker, Secretary: Amber Leopold, Members At Large: Sharon Hingten, Pete Wasberg **Quorum present:** Yes

Library Staff/Guests Present: Library Director: Gail Hedstrom

Call to order: Matt called the meeting to order at 5:04 pm.

Approve Agenda: Agenda reviewed and approved.

Secretary Report: Secretary's report reviewed and approved. Pete moved and Sarah seconded.

Financial Report: Gail presented the income and expenses for June 2024. The financial report from the City was reviewed. Sharon made a motion to file and Pete seconded.

Director's Report: Gail presented key points from her monthly report. Good attendance to the tutoring program. The bus trip to Itasca had 50 people attend. There are currently ten teen volunteers at the library. Two individuals are working at the library through Productive Alternatives and one individual is working at the library through CEP. FFPL and West Central Initiative will provide "Welcome to the World" bags to newborns born at Lake Region Health Care. These bags will include a library card application, a book, etc.

Legislative update: None

FFPL Library Foundation Liaison Report: No meeting

Friends of the FFPL: No report

Viking Library Board Report: Finance HR Coordinator job position is open.

Unfinished Business:

- Volunteer Policy Guidelines-Second Reading. Amber made a motion to update the policy and Sarah seconded.

New Business:

- The Library Service Tech Grant (LSTA) application is due 07/11/24. Looking to reimburse three high school student interns, one college student from M-State and one adult aged 55+. Pete made a motion to go forward and Sharon seconded.
- Library Security Camera Policy-First reading.
- Reading from the Trustee Handbook-Pages 45-48 together.

6:03pm-Adjourn

Next Meeting: August 12, 2024 at 5:00pm

- Challenged material letter-Sharon moved and Amber seconded the motion to go ahead with having FFPL Board Chair Matt Lape sign and mail the response to challenger.
- Social Media Policy-Pete moved to approve second reading. Sharon seconded.

New Business:

- Volunteer Policy and Guidelines-First reading completed.
- Meeting Date for November 2024-Changed to 11/18/24 from 11/11/24 due to holiday.

Meeting Adjourned: 5:58 p.m.

Next Meeting: Monday, July 8, 2024, 5:00 p.m.

Respectfully Submitted,

Amber Leopold, Secretary