

East Grand Forks Campbell Library Board Meeting Minutes

April 27, 2022

Present: Renee Mabey, Marta Vanderpan, Therese Tiedeman, Dale Helms, Ryan Moe and Charlotte Helgeson

- I. Vice-President R. Mabey called the meeting to order.
- II. A motion to accept the March 30, 2022 Meeting Minutes was made by T. Tiedeman with a second by M. Vanderpan. Unanimous vote.
- III. A motion to approve bills for payment was made by M. Vanderpan with a second by T. Tiedeman. Unanimous vote.
- IV. Old Business
 - A.
 1. Roof repair quote was accepted by the City Council in the amount of \$34,750. The work will be done before winter.
 2. Thermal Shades were installed March 31, 2022, earlier than scheduled.
 - B. Summer Reading Program registration will start May 1 online. Paper copies are available.
 - C.
 - The Targeted ARPA funds has only the presentation, \$2,000, remaining for an expenditure
 - The Workforce ARPA grant submitted reimbursement claim for soundproofing. Many backorders for equipment is causing concerns with the short 6-month grant duration.
 - D. The Friends raised \$1,196 during the Book Sale. They awarded four scholarships to high school seniors in the amount of \$500, two for \$250 and one for \$100.
 - E. The CivicPlus double billing last month was a prorated amount (\$462.34) to get the Library on the same payment schedule as the City and a quoted invoice (\$752.46) for the next year not due now.
 - F. The Board reviewed the Outside Regular Hours fee for room rentals. A motion was made by R. Moe to change the fee to \$25 per hour outside regularly scheduled Library Hours. A second was made by T. Tiedeman with a unanimous vote.
 - G. Later evenings and more weekend hours were discussed by the Library Board. Patron count goes up on the evenings when there are events, otherwise the patron count is low after 6 p.m. Patrons have stated they want more hours with the Library's new hires. Filling part-time hours is difficult. Two newer hires average between 6-8 hours per week while being hired for 20 each. Charlotte will work on the schedule and determine if another part-timer is needed for the summer to cover 7 days a week. Only 3 are needed on the weekend roster.

R. Moe made a motion to open 12-4 on Sundays, including the hiring of a summer part-timer employee, if need is determined, within the current approved 2022 budget. A second was made by T. Tiedeman. Unanimous vote.

V. New Business

- A. A cell phone stipend for work related to volunteers was discussed. M. Vanderpan made a motion to provide a \$35.00 monthly stipend for the Public Services Librarian position. A second was made by R. Moe. Unanimous vote.

- B. The Friends of the Campbell Library have asked for permission to use the Library's logo as part of the design for their new logo. The Friends plan to hold a competition and one of the requirements will be to include the current Library Logo. A motion was made by T. Tiedeman with a second by M. Vanderpan to give permission for the Friends use of the Library Logo. Unanimous vote.

A motion to adjourn was made by R. Tiedeman with a second by R. Moe.

The next meeting will be Wednesday, May 25, 2022 at 8 a.m. in the Large Meeting Room.