

East Grand Forks Campbell Library Board Meeting Minutes
December 6, 2023

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

- I. President Moe called the meeting to order.
- II. A motion to accept the September 27, 2023, Meeting Minutes was made by R. Mabey with a second by T. Tiedeman. M. Vanderpan abstained. Unanimous vote.
- III. A motion to approve October 2023 bills as amended was made by R. Cardarelle with a second by T. Tiedeman. Unanimous vote.
- IV. Old Business
 - A. The 2024 City Budget is on hold until union negotiations are finalized. MN has passed the Emergency Sick and Safety Time for all employees. For the Library, that means that all part-time staff will earn 1 hr of ESST for every 30 hrs worked.
 - B. Communication continues with County and State to establish Narcan distribution. The County believes libraries may be included in action soon.
 - C. Staffing is not covering hours and programs. There will be extended medical leave of 2 staff members in November and there is a concern about covering activities and open hours. The Library will hire to complete budgeted staff hrs.
 - D. The exterior building lights are not working. Sensors and fuses have been changed and Eagle Electric has been contacted to remedy the situation.
- V. New Business
 - A. Terms for Therese Tiedeman and Marta Vanderpan will end in 2023. Charlotte asked that they stay on until January. At that time, the Board will search for a new Board member.
 - B. The part-time adjustments per the City approved matrix that included reassignments of Grades and Steps was reviewed with a motion made by M. Vanderpan and a second by R. Cardarelle. Unanimous vote.
 - D. The Strategic Plan will be reviewed in 2024. The goal of 50% of residents having a Library card was easily reached in 2021. A snapshot of patrons taken on Oct 17, 2023 showed there are 5,125 residents with library cards and the city's population is 9206 which is nearly 56% of the city.
- VI. Friends Report

T. Tiedeman shared the Friends activities.

1. The Fall Book Sale brought in over \$900. Volunteers and teachers did not sign up or attend as well as hoped. They will consider only one sale next in the future.
2. The chairs currently being used in the Large Meeting Room were purchased by the Friends.
3. The Friends will provide prizes for the 4th grade poetry contest.
4. On December 4, the Friends will hold a Member Appreciation event.

The next meeting is tentatively set for Wednesday, Dec 4, 2023, at 8 a.m. in the Library's Tech Room.