

East Grand Forks Campbell Library Board Meeting Minutes
May 1, 2024

Present: Ryan Moe, Jen Dahlen, Renee Mabe, Marta Vanderpan, Renee Cardarelle, Dale Helms, Brendan Stermer, and Charlotte Helgeson

- I. President Moe called the meeting to order.
- II. Brendan Stermer was introduced to the Library Board. He's a resident of EGF, writer for Rural Health, a poet, and producer of Interesting People Reading Poetry. He presented at the Poetry Potluck held at the Library. A motion to appoint B. Stermer as a Board Member was made by R. Mabey with a second by Cardarelle. Unanimous vote.
- III. A motion to accept the March 17, 2024, Meeting Minutes was made by J. Dahlen with a second by R. Mabey. Unanimous vote.
- IV. Old Business
 - A.
 1. Keith Byklum, Safety Officer with MMUA, did a safety survey of the front desk and agreed to posed an ergonomic safety concern. The Library will get an electric bid for removing electric and data lines. The contractor and electric bids will be used for K. Byklum to write a MN Safety grant for the remodeling.
 2. The seal and valve for the condensate cooler was replaced and debris cleared. Water usage has decreased. The Johnson Controls contract has been prorated with \$2,138.25 being rebilled for Jan-Mar. The full \$8,600 was reimbursed to the city. The Library will be reimbursed \$951.25 with discretionary hours for city contract to balance the difference.
 3. Thur-O-Clean is scheduled to clean carpet spots and work on tackboard stains.
 4. Bushes on the library's north side have been trimmed.
 - B. National Library Week saw 124 bookmarks made and 25 new temporary cards. Expired cards were also renewed in conjunction with the temporary card promotion.
 - C. Cody Rasmussen's last day was April 29 and Oscar Stagnaro will be done may 11. Nora Conley will return for 8-12 hours per week this summer.
- V. New Business
 - A. Non-union full-time positions are being reviewed by the city. This includes the Program Coordinator, Technical and Public Services Librarians. Charlotte does not see any major changes being done to their grades.
 - B. May 1, today, is Staff Training at 3:30. The Library closes at 3:30 today and on May 22 for CPR training. Mental health first aid will be researched for future training.

- C. The Young Adult and Military History sections have had shelving moved to open sitting areas and give space for new book displays.
- D. The Board received the Staff's brainstorming list of things they'd like to see at the Library. They were encouraged to dream big and there were many good ideas.
- E. Charlotte often does a summer Reading Challenge for staff. This year is a title for every letter of the alphabet. It will run from May 1-August 3, 2024.

A motion to adjourn was made by R. Cardarelle with a second by M. Vanderpan. Adjourned.

The next meeting is set for Wednesday, May 29, 2024, at 8 a.m. in the Library.