

East Grand Forks Campbell Library Board Meeting Minutes
October 30, 2024

Present: Marta Vanderpan, Renee Mabey, Brendan Stermer, Jen Dahlen, Dale Helms, and Charlotte Helgeson

- I. Vice-President Mabey called the meeting to order.
- II. A motion to accept the Sept 25, 2024 Meeting Minutes was made by J. Dahlen with a second by B. Stermer. Unanimous vote.
- III. A motion to approve October 2024 bills was made by B. Stermer with a second by M. Vanderpan. Unanimous vote.
- IV. Old Business
 - A. J. Dahlen made a motion to accept the EGFCL Mission Statement with changes. A second was made by M. Vanderpan and followed by a unanimous vote.
 - B. Collection Management's (CM) response to material appeals was compared to the City's appeal process. A revision to include an appeal to Director's assessment was reviewed. A motion to accept CM's appeal process was made by B. Stermer with a second by M. Vanderpan. Unanimous vote.
 - C. As a review of the local library fees for a library card, it was confirmed that GF Public charges a \$25/year fee for non-residents and the equivalent of \$60/year for temporary cards. No recommendation to change the Non-resident fees at EGFCL.
 - D. After a conversation with HR, it was determined to give the unfilled staff hours to current staff rather than hire another part-timer.
 - E. The turnout for Early Out Space at the library has been small. It was suggested to speak to the public school Superintendent or Koberinski to encourage more participation. After school activities, Cat Kid Comic and Game On! are scheduled at 2:30 in the afternoon now.
- V. New Business
 - A. 1)The camera server has burned out. It will have to be replaced to provide for the library's 14 cameras. The retention of video is

shrinking each day. The new camera will cost \$3,261. A motion to approve purchase of a new camera server was made by M. Vanderpan with a second by B. Stermer. Unanimous vote.

2)The phones have been replaced. No new phone in the breakroom. This update is within IT City budget.

3)A rack rehab with a UPS replacement took place by IT. It decreased the space used by half. This update was also within IT City budget.

- B. Air Quality funds through Polk County is being projected onto different city departments and projects. \$5,000-\$10,000 is to go toward a Community Art Project. A sensory garden is being considered with a permanent story walk as a second option.
- C. Six staff members took part in an ergonomics and fire extinguisher training. The city's contracted safety training will start including the library in all correspondence.
- D. EventKeeper, our room reservation software has put an end date on service as of Oct. 31, 2024. The Library is currently trying a 60-day trial and will look into other options. We've paid \$950 for a contract from Oct-September. If the refund can be received by March of 2025, it will be put back into 2024's budget.
- E. --The Friends of the Library is waiting on a final number for the book sale, but as of early Saturday, they had \$1000. Good, young, volunteers helped pack up the remainders on Saturday.
--The Friends have ordered pens and pencils for library giveaways.
--Mary Ann Laxen and M. Vanderpan will be attending the Community Foundation Gratitude event Nov. 6.
--The Friends are willing to help with a Sensory Garden plan.

A motion to adjourn was made by J. Dahlen with a second by B. Stermer.
Adjourned.

The next meeting is set for Wednesday, Nov 27, 2024, at 8 a.m. in the Library.