

330 Elm Street, Kindred, ND 58051

Board of Trustees - Meeting Minutes

Monday, September 9, 2024

1. Bethany called the meeting to order at 7:05 pm.

2. **Present:** Bethany Johnson, Nikki Weber, Barb Rude, Marilee Althoff, Carmen Lindquist, Ozzie Peraza, Lisa Anderson

3. Additions or Changes to the Agenda:

Special guest, Jason Solhjem from Bethel Church, attended meeting. Questions were answered regarding the use of the Community/Book Sale Room. Bethel is asking for use of the room on Wednesdays 6:30-8:30 pm, Fridays 6:15-7:30 am, and Sundays 6:00-8:00 pm. They are requesting 3 sets of keys to be checked out to Bible Study leaders. Bethel offered to cover costs of any equipment needed and the rekeying of locks. Trustees will discuss and vote.

4. Secretary's Report (Nikki)

Barb made a motion to approve the August meeting minutes, Ozzy second, all approved

5. Reports:

- **Treasurer's Report (Nikki):**

Quicken Software will be paid by the Trustees. File report as presented.

- **Director's Report (Lisa):**

The directors will be reviewing and revising the Volunteer Policy to clarify exactly what Friends of the Library and the Trustee will manage will volunteers. They will include better screening for front desk volunteers and not allow teens to volunteer alone. It was also discussed that background checks may be done in the future for volunteers, treasurers of committees, etc.

- **Friend's Report (Lisa):**

The Festival of Tables event raised \$2,364.27. A library book bag will be available to purchase soon for \$10.00. There will also be a brochure and magnet. The Friends will host a Homecoming Tailgate serving Lil' Viking Meals for \$5.00. This will include kid friendly meal items such as Uncrustables, Gold Fish, Fruit Snack and drink.

- **Building Management (Lisa):**

No report for building, but a reminder to make sure all doors are locked after accessing the library.

6. Old/New Business

- **Tables/Chairs for Community/Book Sale Room:**

Trustees will purchase one 6-foot folding table and 12 folding chairs. The library currently two that can be used.

- **Bethel Bible Studies:**

Trustees discussed and proposed plan for Bethel Church to use Community/Book Sale room for upcoming Bible Studies. The room lock will need to be changed to a unique key. Library will issue three sets of keys to designated Bethel representatives (set includes Entry/Hallway key and Community Room key). It will be asked that all furniture is returned to its original setup, any equipment brought in will need to be removed, will start with a one-year trial, and a fee for \$1000.00 will be paid. A written agreement for rental will be drafted and need to be signed. First meeting will be October 2, 2024. Ozzy made a motion to recommended a verbal agreement from Bethel Church based on the proposed agreement, Barb second, all approved. Nikki will contact Bethel to discuss agreement, get verbal commitment, and get names of key representatives. Lisa will contact locksmith once verbal agreement has been received.

- **NEW – Community/Book Sale Room Policy:**

Lisa will be working on changes to the current Policy. She will email out before next meeting. Currently it states maximum 12 people, only Non-Profit Organizations and library hours. Will also need to remove KAAR from currently policy.

7. Comments, Announcements, Other Business

- Next meeting Agenda Topics:

8. Next meeting will be on Tuesday October, 15 at 7pm at the Library (see above for address)

9. Barb made a motion **to adjourn the meeting**, Ozzy second, all approved. The meeting was adjourned at 8:49 p.m.

Nikki Weber, Secretary, Kindred Library Board of Trustee