

*The Mission of LARL is to link people and communities  
to resources and experiences for learning and enrichment.*

**LARL BOARD OF TRUSTEES  
FULL BOARD MEETING  
MINUTES**

**A meeting of the Lake Agassiz Regional Library Full Board was held on Thursday, November 17<sup>th</sup>, 2011 at the Moorhead Library. President Nelson called the meeting to order at 5:35 pm.**

**Board Members Present:** Bunes, Bursik, Chevalier, Eidenschink, Geray, Hall, Hansen, Hooper, Hovdenes, Ingersoll, Knutson, Kochmann, Lindgren, Nelson, Perry, Rue, Savageau, Schmid, Wray-Williams, Winterfeldt, Vinz.

**Board Members Absent:** Fox, Neumann.

**Others Present:** Fredette, Sprynczynatyk, Anne Fredine – Assistant Regional Library Director

**PUBLIC INPUT**

None

**APPROVAL OF AGENDA**

**MINUTES OF THE SEPTEMBER 15, 2011 FULL BOARD MEETING & MINUTES OF THE OCTOBER 19, 2011 FULL BOARD MEETING.**

Ingersoll would like the Minutes of the September 15, 2011 Full Board Meeting revised in the Board Member Reports for Clay County. The sentence "The County has discovered some additional funds so the previously discussed cuts will be revised" should be changed to "The County has discovered some additional funds so the previously discussed cuts may be revised."

***(Eidenschink/Chevalier) Move to approve the Minutes of the September 15th, 2011 Full Board Meeting as revised and the Minutes of the October 19, 2011 Full Board Meeting as presented. MCU.***

**FINANCIAL REPORT**

Through October 31<sup>st</sup> we are 83.33% of the way through the year and we have spent 78.71% of budgeted expenses. The Salaries-Substitute line is at 154.34% of budget due largely to open positions around the region. Overall the Personnel category is at 78.40% of budget. Mileage – Staff and Regional Board Meetings/Mileage are currently at about 100% of budget due largely to the federal increase in mileage allowance.

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**FINANCIAL REPORT – continued**

There have also been a few extra board meetings in 2011 that have caused the increase in Board Expenses. LARL memberships at 103% of budget shouldn't have any additional expenses in 2011. Recruitment is at 136% of budget due to several positions that opened around the region in the past few months.

**DIRECTOR'S REPORT**

Fredette discussed the Strategic Plan Summary that was included in the Board Packet. She encouraged all Board members to review the Summary that was prepared by the Leads for each of the four Strategic Plan Focus Areas.

LARL was on the front page of the Fargo Forum regarding the new Materials Recovery program that starts in January for a 3-month trial. There was also a news story about on WDAY TV. LARL is currently accepting non-perishable food items (to go to local food banks) in exchange for removing \$2 fines from accounts. This is being done to allow people to clear up their accounts before the Materials Recovery Program with Unique Management Services is implemented.

Currently annual performance reviews are going on around the region.

Legacy programming will be starting in January. Twenty-two programs (144 presentations) will take place in branches and LINK Sites from January 10<sup>th</sup> through June 28<sup>th</sup>. A marketing piece is currently being worked on.

Fredette is working with staff to find additional measures for reporting library use rather than just circulation of materials.

Union Negotiations will be starting soon. The Union has their team together, and management has just gotten their team together. At this time there is no money available for wage increases. The Finance Committee will need to look into that issue.

Fredine discussed the revisions proposed to the Gift Policy.

***(Winterfeldt/Hall) Move to approve the Gift Policy as reviewed and recommended by the Coordinating Team with the change in the General Guidelines of adding "With the exception of cash," to the "No gifts are accepted unless given to the Library without restriction" guideline. MCU.***

**REPORT OF THE NOMINATIONS COMMITTEE**

As Chair of the Nominations Committee, Kochmann contacted the current members of the Executive Committee and all 7 current members are willing to serve on the Committee in 2012  
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**REPORT OF THE NOMINATIONS COMMITTEE - continued**

if elected. Nelson wishes to step down as President but would serve in an At-Large position. Perry is willing to step up to President if nominated, Bursik is willing to step up to Vice President if nominated and Vinz is willing to step up to Treasurer if nominated. Kochmann discovered that LARL By-laws don't allow for a member to serve on the Executive Committee for more than 5 consecutive years. Kochmann is currently serving for his 5<sup>th</sup> consecutive year and won't be able to be on the Committee in 2012. The Nominations Committee came up with 2 additional people willing to serve in the At-Large positions, Craig Bunes and Wayne Ingersoll.

Nominations were opened up for the 7 Executive Committee positions.

***(Savageau/Geray) Move to close nominations for all Executive Committee positions and proceed to voting. MCU.***

A private ballot was used. After voting took place, the Nomination Committee tallied results:

President: Robert Perry – 19 votes

Vice President: Paul Bursik – 19 votes

Treasurer: Betsy Vinz – 19 votes

Members At Large (top 4 vote getters on the Executive Committee): Craig Bunes – 18 votes, Rhoda Hooper – 17 votes, Wayne Ingersoll – 17 votes, Frank Lindgren – 17 votes, Barry Nelson – 7 votes.

**REPORT OF THE PERSONNEL COMMITTEE**

Lindgren reported that Paul Bursik has agreed to be the Personnel Committee representative on the union negotiating team.

The Director's Performance Review only had 9 responses so the Committee is asking Board Members to do the evaluation again. Kochmann is going to send out the link to the evaluation survey and it will be open until December 5<sup>th</sup>.

**BOARD MEMBER REPORTS:**

**Becker County** (Bursik, Hovdenes, Nelson, Sauvageau).

No report.

**Breckenridge** (Fox - absent).

No report.

**Clay County** (Hansen, Ingersoll, Neumann-absent).

No report.

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**BOARD MEMBER REPORTS - continued**

**Clearwater County** (Chevalier).

No report.

**Crookston** (Lindgren).

The LARL 50<sup>th</sup> Anniversary celebration with Eric Bergeson was very good.

**Detroit Lakes** (Hooper).

No report.

**City of Mahanomen** (Kochmann).

No report.

**Mahanomen County** (Geray).

No report.

**Moorhead** (Knutson, Schmid, Vinz, Winterfeldt, Wray-Williams).

Schmid reported that the Summer Reading Program was a major hit with students.

**Norman County/Ada** (Hall).

New librarian in Ada, Shelly Petrik, is doing very well.

**Polk County** (Buness, Eidenschink, Rue).

Buness attended the LARL 50<sup>th</sup> Anniversary celebrations in Fertile and Climax. Bergeson did a very good job. Eidenschink reported that Bergeson did two 50<sup>th</sup> Anniversary programs in Climax, due to poor turnout the first time. She also thanks the board members for attending the LARL/NWRL joint meeting in Crookston.

**Wilkin County** (Perry).

No report.

**Northern Lights Library Network** (Bursik/Iverson).

No report.

**PRESIDENT'S REPORT**

***(Ingersoll/Eidenschink) Move to approve the appointments of Paul Bursik to represent the Personnel Committee and Robert Perry to represent the Finance Committee on the union negotiating team. MCU.***

Nelson thanked all board members for attending the joint meeting with the Northwest Regional Library Board in Crookston.

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**PRESIDENT’S REPORT – continued**

There was discussion of how the Board felt the joint meeting went.

Fredette asked if the Board would like she and the NWRL Director to move forward with the consultant’s proposed timeline and try to secure funding by identifying and soliciting funders for implementation.

The Board would like a report of what the NWRL board is feeling regarding the study and moving forward. Fredette should report to the Board at the next meeting so discussion can be had as to how LARL should proceed.

**OTHER**

Rue discussed that she attended the book sale in Moorhead and noted there was a large number of books. She questioned what the criteria are for withdrawing books from the library. Fredette discussed the criteria is: outdated, worn, not used in a long time, having multiple copies. Fredette also pointed out that the books are from 23 locations. Fredette offered to have Helen Goodin, Collection Development Librarian, come speak to the Board in the next few months regarding weeding and the criteria that is followed.

The meeting adjourned at 7:10 p.m.