

*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, January 19th, 2012 at the Moorhead Library. President Perry called the meeting to order at 5:33 pm.

Board Members Present: Bursik, Chevalier, Durand, Eidenschink, Fox, Geray, Hall, Hansen, Hooper, Ingersoll, Knutson, Lindgren, Perry (President), Rue, Schmid.

Board Members Absent: Bunes, Hovdenes, Nelson, Neumann, Savageau, Schoenborn, Winterfeldt, Vinz.

Others Present: Fredette, Sprynczynatyk, Anne Fredine – Assistant Regional Library Director, Helen Goodin – Collection Development Librarian, James Moyano – Library Associate-Moorhead Branch.

PUBLIC INPUT

None

APPROVAL OF AGENDA

(Bursik/Eidenschink) Move to approve the Agenda of the January 19th, 2012 Full Board Meeting as presented. MCU.

MINUTES OF THE NOVEMBER 14th, 2011 FULL BOARD MEETING & MINUTES OF THE NOVEMBER 17th, 2011 FULL BOARD MEETING.

(Chevalier/Hooper) Move to approve the Minutes of the November 14th, 2011 Full Board Meeting and the Minutes of the November 17th, 2011 Full Board Meeting as presented. MCU.

WELCOME TO NEW BOARD MEMBER

Perry welcomed Heidi Durand, City Council Member, City of Moorhead, to the LARL Board. Durand recited the Oath of Office.

INTRODUCTION OF HELEN GOODIN, COLLECTION DEVELOPMENT LIBRARIAN.

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Fredette introduced Helen Goodin, LARL's Collection Development Librarian and James Moyano, Moorhead Library Associate. Moyano did a demonstration of LARL's Digital Library using OverDrive.

Goodin discussed selection, purchase, cataloging, processing, delivery, circulation, de-selection, and changing formats to meet changing needs at LARL.

FINANCIAL REPORT

With 100% of 2011 complete LARL spent 94% of budgeted expenses. The financial report is "unadjusted" and will change as the audit is completed. Although some line items ended over budget, the majority of budget categories came in at or below budget. Mileage/Board Meeting Expenses were at 130% of budget, due mainly to the IRS mileage rate increasing from \$.51/mile to \$.55/mile in July. There were also a few extra board meetings in 2011. The financial report shows that LARL spent about \$157,000 more than revenue received in 2011. After audit adjustments this amount should be closer to \$115,000.

(Ingersoll/Bursik) Move to authorize the Regional Library Director and Finance/HR Director to submit the Final Report of a Library Services and Technology Act (LSTA) grant for the LARL/Northwest Regional Library Study, "A Partnership for Possibilities". MCU.

FINANCE COMMITTEE REPORT

Sprynczynatyk discussed the 2012 budget. All Signatories responded that they will meet LARL's 2012 budget requests. There was a small increase in revenue, about \$7,000, from State Aid from the preliminary budget. Expenses increased \$5,000 over the preliminary budget. Personnel expenses decreased about \$20,000 due to lower than originally budgeted health insurance costs. Automation expenses increased almost \$20,000 due to higher maintenance fees and some new software subscriptions.

Perry discussed that even though there is a recommended motion to approve the budget presented, there are union negotiations going on and if necessary there will be an amendment to the budget presented at a later date.

(Chevalier/Geray) Move to approve the 2012 Budget as reviewed and recommended by the Finance Committee. MCU.

(Eidenschink/Lindgren) Move to approve the list of authorized institutions for 2012 as reviewed and recommended by the Finance Committee: Bremer, Morgan Stanley, and State Bank. MCU.

Fredette briefly discussed the Designated Funds. Bursik questioned why the Library of the Future Seed Money, the LINK Site Enhancements, and Telephone System funds don't have
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FINANCE COMMITTEE REPORT - continued

money set aside for 2012. Fredette discussed that in the current economic climate the Library of the Future project and LINK Site Enhancements probably won't take place and a new phone system was purchased in 2010 and is working well, so there isn't a need for the funds at this time.

(Hall/Schmid) Move to approve the 2012 Designated Funds as reviewed and recommended by the Director and the Finance Committee. MCU

DIRECTOR'S REPORT

LARL was mentioned and staff quoted in a front page story in the Fargo Forum related to digital books. That same week there was a color photo in the paper of a Legacy program held in Barnesville.

Fredette discussed the marketing booklet promoting LARL's Legacy programs. Absolute Marketing of Moorhead developed the booklets working with Janelle Brandon, LARL's Public Information/Marketing Director. All Board members are encouraged to take additional books and distribute them around their communities.

Library Legislative Day will be February 28th in St. Paul. All Board members are encouraged to attend. LARL will cover meals, lodging and transportation. Bursik suggested that this might be a good time for LARL to start the process of letting legislators know that libraries need additional funding.

Fredine reviewed the Unattended Children Policy and the Internet and Computer Use Policy, both recently updated and revised by the Coordinating Team. The Wireless Access Policy was merged into the Internet and Computer Use Policy.

(Rue/Hansen) Move to approve the revised Unattended Children Policy as reviewed and recommended by the Coordinating Team. MCU.

(Hooper/Chevalier) Move to approve the revised Internet and Computer Use Policy as reviewed and recommended by the Coordinating Team. MCU.

BOARD MEMBER REPORTS:

Becker County (Bursik, Hovdenes-absent, Nelson-absent, Sauvageau-absent).
No report.

Breckenridge (Fox).

The 100-year anniversary of library service in Breckenridge is being planned for 2012.

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

No report.

Clearwater County (Chevalier).

No report.

Crookston (Lindgren).

No report.

Detroit Lakes (Hooper).

The Library looks great after Helen Goodin was there weeding. The library has been reorganized a bit after space was created from weeding. The local board and some staff are meeting with a consultant who is going to recommend improvements to the heating/cooling system.

City of Mahanomen (Schoenborn-absent).

No report.

Mahanomen County (Geray).

No report.

Moorhead (Durand, Knutson, Schmid, Vinz-absent, Winterfeldt-absent).

The Moorhead Board has a couple new members.

Norman County/Ada (Hall).

New librarian in Ada, Shelly Petrik, is doing very well and is trying out some new programming: game night, UFO (Unfinished Object) night, Teen to Teen, book club.

Polk County (Buness-absent, Eidenschink, Rue).

The Legacy harpist was in Climax and there were new people who hadn't been to the library before. Fosston also had the harpist, but turnout was low, due to very cold temps. Rue suggested that maybe getting programs announced on the Community Calendar on the local radio station.

Wilkin County (Perry).

No report.

Northern Lights Library Network (Bursik/Iverson).

The new executive director is doing a great job. She plans to be part of Library Legislative Day.

PRESIDENT'S REPORT

Perry discussed the Committee assignments and if anyone has any issues with the assignments, please contact Perry or Fredette.

The meeting adjourned at 6:55 p.m.