

*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, March 15th, 2012 at the Moorhead Library. President Perry called the meeting to order at 5:33 pm.

Board Members Present: Bunness, Bursik, Chevalier, Fox, Geray, Hansen, Hooper, Ingersoll, Knutson, Lindgren, Nelson, Perry (*President*), Rue, Schmid, Schoenborn, Vinz.

Board Members Absent: Durand, Eidenschink, Hall, Hovdenes, Savageau, Schoenborn, Winterfeldt.

Others Present: Fredette, Sprynczynatyk, Derek Flanagan, CPA - Eide Bailly, LLP.

PUBLIC INPUT

None

APPROVAL OF AGENDA

(Bursik/Nelson) Move to approve the Agenda of the March 15th, 2012 Full Board Meeting as presented. MCU.

MINUTES OF THE JANUARY 19th, 2012 FULL BOARD MEETING.

(Lindgren/Geray) Move to approve the Minutes of the January 19th, 2012 Full Board Meeting as presented. MCU.

WELCOME TO NEW BOARD MEMBER

Perry welcomed Sue Schoenborn, City of Mahanomen, to the LARL Board. Schoenborn recited the Oath of Office.

LARL OVERVIEW (STATISTICAL) REPORT

LARL's Automation Coordinator, Sharon Douglas, intended to discuss the topic but was ill and unable to attend the board meeting. Fredette will reschedule the topic at a later date.

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2011 AUDIT REPORT

Derek Flanagan of Eide Bailly presented LARL's 2011 audit report and answered questions. The Fund Balance at LARL is currently about 45% of expenditures which exceeds the State Auditor's recommendation of 35% to 50%. The findings for 2011 are: there is a lack of segregation of duties due to the small staff at LARL, but this is also mitigated by the Board's overseeing of the financial process; the only other finding was that the preparation of financial statements was done by Eide Bailly.

FINANCIAL REPORT

With 16.67% of 2012 complete LARL has spent 16.44% of budgeted expenses. As of February 29th the only Signatory that hadn't paid their first quarter payment was Crookston, however, this payment was received March 15, 2012. Expense items that appear high at this time are: Summer Reading Program at 56% of budget due to the preparations being made for the 2012 Program. Accounting/Bank Fees are at 53.96% of budget due to the 2011 audit being paid for. LARL Memberships are at 70.42% of budget because items charged to this line are annual dues. The Recruitment line is at 40.38% of budget due to openings in Barnesville, Crookston, and Moorhead.

DIRECTOR'S REPORT

(Vinz/Buness) Move to authorize the Director to submit the 2011 Annual Report to State Library Services. MCU.

The Public Library Association National Conference is currently being held in Philadelphia and LARL sent Tammy Jalowiec, Fosston Library Associate II/Branch Supervisor, and Liz Lynch, Moorhead Hub Supervisor, to the conference.

We are now sending Board Packets in digital format to the Branches. A few Board members requested they receive their packets digitally also. If any additional Board members would like to receive their packets digitally, let Fredette or Sprynczynatyk know. Nelson suggested that LARL number each page of the packet for easier reference while at Board meetings.

Branch hours are being considered for increase in Fertile which has the least open days per week of any branch (currently 3 day per week). The Board designated funds for this type of project and it is planned that Fertile's hours will be increased in April.

Fredette was recently invited by the State Librarian to be 1 of 4 Minnesota public librarians attending a national convening of librarians at the end of April in Arlington, Virginia. The topic will be how public libraries are assisting with workforce development and recovery. The convening coincides with National Library Legislative Day being held in Washington, D.C.

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Fredette reviewed several charts that were included in the Board packets (2012 LARL Operating Budget, LARL Materials Budget History, Budgeted Revenue Breakdown, Borrowers by Signatory over the years).

BOARD MEMBER REPORTS:

Becker County (Bursik, Hovdenes-absent, Nelson, Sauvageau-absent).

Nelson stated that Becker County is in the final stages of finding a new County Administrator.

Breckenridge (Fox).

The Centennial Celebration of the library is going on. There was a very large attendance at the Anna Dee Olson (*Growing Up Amish*) Legacy program. Nanci Tobias in on medical leave and the new Library Associate in Breckenridge, Lucy Borgheiinck, is doing a wonderful job.

Clay County (Hansen, Ingersoll, 1 open position).

No report.

Clearwater County (Chevalier).

The Anna Dee Olson Legacy program was highly attended.

Crookston (Lindgren).

No report.

Detroit Lakes (Hooper).

77 people attended the Anna Dee Olson Legacy program in Detroit Lakes.

City of Mahanomen (Schoenborn).

The Legacy programs are being very well received.

Mahanomen County (Geray).

No report.

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

Jo Knutson has been elected President of the Moorhead Library Board.

Norman County/Ada (Hall-absent).

No report.

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

Buness questioned if there could be more evening schedules for the Legacy programs. Fredette explained that it's not possible to get a performer to each location in the evening and still have the programs be cost effective. Buness also questioned if we are being as effective as possible

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with advertising of Legacy programs. Rue also expressed concern about low attendance, and questioned if publicity could be handled by the local librarian. Fredette discussed that advertising by the local librarians is not cost effective. Legacy evaluations from those attending have been very positive.

Wilkin County (Perry).

No report.

Northern Lights Library Network (Bursik/Iverson).

There was a nice introductory article in the Detroit Lakes newspaper about the new Northern Lights Director, Kathy Enger.

PRESIDENT'S REPORT

Perry discussed that LARL did not participate in Library Legislative Day as planned due to the weather.

Union Negotiations are going well.

The meeting adjourned at 6:32 p.m.

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