

*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 23, 2014 at the Moorhead Library. President Perry called the meeting to order at 5:40 pm.

Board Members Present: Bunes, Bursik, Eidenschink, Fox, Geray, Hall, Hansen, Ingersoll, Johnson, Kalil, Perry (President), Rue, Schmid, Vinz, Ward

Board Members Absent: Chevalier, Douglas, Durand, Knutson, Schoenborn, Winterfeldt, 3 open positions

Others Present: Lynch, Sprynczynatyk

PUBLIC INPUT

None

APPROVAL OF AGENDA

(Bursik/Kalil) Move to approve the Agenda of the January 23, 2014 Full Board Meeting as presented. MCU.

MINUTES OF THE NOVEMBER 21, 2013 FULL BOARD MEETING

(Ward/Vinz) Move to approve the Minutes of the November 15, 2013 Full Board Meeting as presented. MCU.

STATUS OF BOARD APPOINTMENTS/REAPPOINTMENTS

Lynch discussed that Commissioner Ben Grimsley from Becker County will be joining the LARL Board in March. Howard Hansen and David Geray have been reappointed. LARL is still waiting to hear from the City of Moorhead regarding reappointments and an appointment for a new position due to Moorhead growth. Per Bunes, Eidenschink has been reappointed by Polk County.

FINANCIAL REPORT

With 100% of 2013 complete, LARL spent 90.27% 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.

(over)

FINANCE COMMITTEE REPORT

(Vinz/Fox) Move to approve the list of authorized institutions for 2014 as reviewed and recommended by the Finance Committee: Morgan Stanley and Bell State Bank. MCU.

Sprynczynatyk discussed the Signatory responses to 2014 budget requests. All Signatories except for Moorhead, Clearwater County and Norman County will meet LARL's 2014 budget request.

Lynch discussed that the City of Moorhead will be providing \$40,805 less than requested. This shortfall will result in the Moorhead Library being closed on Sundays as well as reduced hours during the week effective February 1, 2014. Norman County will be providing \$8,456 less than requested. This shortfall will result in the closing of the Shelly LINK Site as of February 1, 2014. The reductions to both Moorhead and Norman County were decided by the Executive Committee at the December meeting.

Clearwater County will be providing \$12,304 less than requested. The amount they have committed to providing is \$78,941 which is \$5,723 less than they provided in 2013.

(Ingersoll/Vinz) Move, as recommended by the Finance Committee, that LARL account for the \$12,304 shortfall from Clearwater County be covered by cutting expenses in the locations in the County from the Bagley and Gonvick sites, as administration determines. MCU.

Sprynczynatyk discussed the 2014 Budget. The revenue budget from Signatories decreased to account for the Signatories that won't be meeting LARL's requests. In the Grants section of the revenue, the Regional Library Telecom Aid (RLTA) increased by \$25,000, but there is a corresponding increase in expenses, so the change nets out to a \$0 change in the budget. The Fund Balance/Shortfall decreased from \$246,054 to \$88,156. The decrease in shortfall is due to budget cuts that board approved in September. The \$12,304 shortfall from Clearwater County has been accounted for in the revenue portion of the budget, but the corresponding decrease in expenses has not yet been incorporated into the final budget.

Kalil voiced her concern regarding that fact that LARL's collection budget has remained the same for several years in a row.

(Geray/Buness) Move to approve the 2014 Budget as reviewed and recommended by the Finance Committee. MCU.

Lynch discussed Designated Funds. Many of the categories were decreased significantly due to LARL's lower fund balance. The only increase was to the *Library of The Future Seed Money/Bagley*, due to the new Bagley Library facility. While the City of Bagley and the Clearwater Library Foundation is responsible for the facility, LARL is responsible for the furnishings. Lynch has applied for an Otto Bremer Foundation grant to assist with LARL's costs. Grant announcements will take place in May.

(Eidenschink/Kalil) Move to approve the 2014 Designated Funds as reviewed and recommended by the Director and the Finance Committee. MCU

DIRECTOR'S REPORT

Lynch discussed that the janitorial service issue in Ada has been resolved and the city is now providing service to the library.

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DIRECTOR'S REPORT – Continued:

Library Legislative day is Monday, March 5th. Any LARL Board members interested in attending should contact Lynch. The LARL van will be leaving on March 4th and returning on the 5th. LARL will cover Board member expenses to attend. It is a bonding year in the Legislature, items the state Libraries are looking for include \$3,000,000 in funding for building projects (although there is a need for much more), increase in telecommunications equity aide and RLTA, and a Legislative study on e-books.

Bursik suggested LARL develop a presentation that would be presented to each of the Legislators.

Jennifer Nelson has been appointed as the new State Librarian and is filling positions in the State Library offices.

A LARL website had just been unveiled. The new site is responsive and can be viewed by using a variety of handheld devices.

(Bursik/Buness) Move to approve the 2014-2015 Contract with AFSCME, presented by the LARL Negotiating Team on November 20, 2013, assuming it is approved by the Union voting members. The proposal includes a 2.5% increase in 2014 and a 2.5% increase on the grid, as well as a 2.5% increase in 2015. MCU.

BOARD MEMBER REPORTS:

Becker County (Bursik, Kalil, 2 open position)

No report

Breckenridge (Fox)

No report

Clay County (Hansen, Ingersoll, Ward)

The Barnesville Friends of the Library has a very success Christmas open house in December. There are 37 people signed up for the Hot Reads program. Even though circulation number may dip down, the Barnesville Library is very busy.

Clearwater County (Chevalier-absent)

No report

Crookston (Johnson)

Security cameras are being installed. Some reorganizing of the Library is being done for the Young Adult section.

Detroit Lakes (Marlys Douglas-absent)

No report

City of Mahnomen (Schoenborn-absent)

No report

Mahnomen County (Geray)

No report

(over)

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BOARD MEMBER REPORTS - continued:

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

The Moorhead Friends of the Library annual meeting was well attended, with several people speaking on behalf of the lost hours in Moorhead. Several of the attendees have committed to communicating with the City Council regarding the needs of the library. The Friends had a successful book sale and made about \$2,000. The Moorhead Librarian is working on some grants that could move the front of the Library back to 6th Street.

Norman County/Ada (Hall)

Hall thanked Lynch for speaking with the Norman County Board and for meeting with the City of Ada regarding the janitorial service at the Ada Library.

Polk County (Buness, Eidenschink, Rue)

Climax is starting a book club starting in February that will run September through May.

Wilkin County (Perry)

No report

MN Library Association/Library Trustee and Advocates Section (Bursik)

Library Legislative Day is March 5th in St Paul and all Board members are encouraged to attend.

Northern Lights Library Network (Ingersoll/Vinz).

NLLN is doing well. The director is doing an excellent job. Saturday Feb 15th, at the MSUM Student Union, NLLN is holding a luncheon for the Legislators of the 23 Counties that NLLN covers. All LARL Board members are invited to attend.

PRESIDENT'S REPORT

Perry discussed the 2014 Committee assignments. If anyone has any concerns with the assignments, please contact Perry or the Director.

(Ward/Kalil) Move to approve the 2014 Board Meeting Schedule as presented. MCU.

The meeting adjourned at 6:33 p.m.